# Maiden Bradley with Yarnfield Parish Council

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Chairman: Councillor Simon Wager Clerk Mrs. Sarah Jeffries PSLCC

# Minutes of the meeting of Maiden Bradley with Yarnfield Parish Council held online on Tuesday 18th May 2021 at 7.00pm.

**Present:** Councillors, Angus Neish, Simon Wager, Susanna Brigden, Sebastian Seymour, Alexandra Channer, Esther Swan, Diana Green and Martin Gopsill Brown.

**In attendance:** The Parish Clerk, Mrs. Sarah Jeffries PSLCC

## **Public Question Time** Public Bodies (admissions to meetings) Act 1960 s

## Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LG Act 1972 s 100.

No public were present, virtually or in person. Unitary Councillor Bill Parks had sent his apologies.

## 

**21/01 Election of Chairman** LGA 1972 ss 15 & 34

**Resolved:** Councillor Simon Wager. All agreed.

**At this point Councillor Angus Neish retired from the Meeting. The incoming Chairman Councillor Simon Wager thanked him.**

**21/02 Election of Vice Chairman** LGA 1972 ss 15 & 34

**Resolved:** Councillor Susanna Brigden. All agreed.

**21/03 Councillors to sign their Acceptance of Office** LGA 1972 Section 83(30

**Resolved:** noted the Clerk witnessed Councillors signing their Acceptance Office.

**21/04 Acceptance of apologies for absence**

Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act1972, members present must decide whether the reason(s) for a member's absence are accepted.

**Resolved:** none given, all in attendance.

**21/05 Dispensations**

**Resolved:** none requested

**21/06 Declarations of interest, members to declare any interest they may have in agenda items that accord with the requirements of the relevant authorities** (Disclosable Pecuniary Interests) Regulation 2012 (SI 2012/1464) (NB this does not preclude any later declarations)

**Resolved:** none given

**21/07 Exclusion of the Press and Public** Standing Order #1c The Parish Council may exercise their right to exclude the public and press by resolution from a closed meeting due to the confidential nature to be discussed pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

**Resolved:** would not be required for any of the Agenda items.

**21/08 To receive and sign the minutes of the Full Council meeting held on 13th April 2021 Previously circulated)** LGA 1972 Sch 12 para 41(1)

**Resolved:** that they were a true record of the minutes Proposed Councillor Alexandra Channer Seconded CouncillorSebastian Seymour**.**

**21/09 Chairman’s announcements**

**Resolved:** notedthat Councillor Simon Wager will send a thank you letter toSarah Neish along with a bouquet financed from Chairman’s Allowance, in thanks for all her work as the Covid 19 Co-ordinator during the Pandemic**.**

**21/10 Appointment of Committee Members** LGA 1972 sections 101-106 and schedule 12

**Resolved:** approved theappointment of members to the below committees listed. It was agreed that no new Committees were required.

**Staffing Committee** **– Vice Chairman and two other Councillors**

Vice Chairman Susanna Brigden, Councillor Sebastian Seymour, and Councillor Diana Green

**Planning Committee** – If required

**Resolved:** Full Council to comment on planning applications.

**21/11 Parish Representatives**

**Resolved:** the belowCouncillors would be the ParishRepresentatives for each of the below:

**Asset and Health & Safety Maintenance Checks**

To monitor and assess the assets on a regular basis and report back to Council. Bus Stop, Benches, Play area etc.

**Resolved:** Councillor Martin Gopsill Brown

**Defibrillator Checks**

To check the unit and report online

**Resolved:** Councillor Susanna Brigden (Memorial Hall Committee and Defibrillator position to be amalgamated in future)

**Community Emergency Volunteer**

To be the designated contact should an incident take plan in the Community. They will be required to update the Community Emergency Plan as and when necessary.

**Resolved:** Councillor Simon Wager

**Highways Representative**

To liaise with the Highways Community Co-ordinator (Parish Steward Contact)

**Resolved:** Councillor Sebastian Seymour

**Community Action Tasking Group, Community Speed Watch and Highways Coordinator**.

**Resolved:** Councillor Simon Wager

**Rights of Way Representative** – **Parish Action Plan**

To work with the Wiltshire Rights of Way Officer to assess and improve rights of way and permissive paths in MB. Hold a wider meeting with the responsible landowners/farmers and interested parishioners to discuss how to improve footpaths including signage, maintenance, stiles/gates, and permissive paths. Support community efforts to establish a footpath maintenance group, with training from Wiltshire Rights of Way. Continue to monitor and address maintenance and access to footpaths and respect for the Countryside Way.

**Resolved:** Councillor Alexandra Channer and Councillor Martin Gopsill Brown

**Tree Warden**

**Resolved:** Parishioner Peter Oliver

**Village Hall Representative**

To sit on the Village Hall Committee as the Councils Representative from the Community. This requirement is set in the Village Hall Constitution.

**Resolved:** Councillor Susanna Brigden

**Recreation Ground**

Establish a volunteer group to consider how to improve use and facilities at the existing recreation ground e.g., investigate the cost of an outdoor gym, playpark maintenance, dog exercise area.

**Resolved:** Councillor Alexandra Channer and Councillor Esther Swan.

**Neighbourhood Watch Representative**

To work with the Rural Policing Team and attend Neighbourhood Tasking Group meetings.

**Resolved:** Parishioner Dereck Stevens

**Grant Awarding Co-ordinator**

To work with groups and clubs when applications are sought.

**Resolved:** Councillor Alexandra Channer

**Parish Representative – to work with the plan and volunteers**

Parish Action Plan - The PC will publish a list of the events and activities people have suggested. The PC will invite volunteers to organise the listed events, via a Volunteer Meeting in the hall, as well as putting a poster in the Newsletter and the Noticeboard and approaching people who have expressed an interest. The PC will establish a volunteer group, coordinated by a Councillor, but populated by volunteers. The PC will prioritise investigating the feasibility of restarting two annual village events in 2019/2020 and maintaining them, if community support is available, over the next five years:

Bonfire Night (5 November); and Annual Summer Village.

**Resolved:** Councillor Alexandra Channer

**Rural Tourism Parish Plan**

Parish Action Plan - Support efforts to include more visible/physical information in the village about monthly events and activities in the village, local footpaths, attractions, and local history (e.g., Noticeboard, Facebook, Newsletter online)

**Resolved:** Councillor Alexandra Channer and Councillor Martin Gopsill Brown

**Conservation**

Parish Action Plan- Invite the Wiltshire Council Conservation Officer and/or AONB expert to give a talk on planning in a conservation area/AONB. Support community efforts to provide public information (event, print, online) about the vernacular architectural style of the village and local historical features. Investigate options to maintain and highlight local historical features

**Resolved:** Councillor Alexandra Channer and Councillor Esther Swan

**Carbon Footprint Parish Action Plan**

Support community efforts to invite a relevant expert to give a talk on climate change and the environment. Seek advice from relevant expert authorities in local government on what other similar communities are doing to reduce their carbon footprint. Investigate options regarding permissions for solar panels and wind turbines

**Resolved:** Councillor Martin Gopsill Brown work with a working group.

**Under 18s Parish Action Plan**

Support efforts by young people in the village to liaise with the parish council and village hall regarding their ideas, activities, and events for the village (e.g., via a volunteer youth council, an organised group or ad-hoc form of communication as they suggest)

**Resolved:** Councillor Esther Swan.

**21/12 Review of Delegation arrangements to Committees, Sub Committees** LG & housing Act 1989 s 13 Parish & Community Councils (Committee’s regulations) 1990 SI 1990/2476 LGA 1972 s 101

**Resolved:** Confirmed the terms of reference and the number of members for the Staffing Committee. No other additional Committees are required.

**21/13 Review and adoption of Parish Documentation**

**Resolved:** approved the Standing Orders and the below Polices listed below:

**Operations**

Asset Register

Risk Assessments

Complaints Procedure

Document Management Policy or Record Keeping 13/214

Equal Opportunities 13/161

Emergency Planning

Lone and Isolated Working Policy, 14/231

Community Engagement Statement of Intent 13/187

Petitions 14/078

Procedure for public sessions

Procedure for Co-option of Councillors

Workstation Equipment and Area Check

PAT Testing Equipment

Guide to Meetings

**Finance**

Financial and Risk Assessment

General Revenue Reserves Policy

Grant Awarding Policies and Procedures

Internal Controls Audit and Review

Purchasing Procurement Policies (see Standing Orders)

Paper & Electronic Communications Retention and Disposal Policy

**Communications**

Publicity Protocol

Remote Meetings Protocol (April 2020)

Freedom of Information, Publication Scheme)

Data Protection

Information and Communications Technology IT Email, Internet, and Phone Policy

Filming, Photographing, & Social Media Policy

**People**

Bullying and Harassment or dignity at work policy 13/161

Child Protection and Vulnerable Adults 14/078

Disciplinary & Grievance Policy 14/294

Staff and Councillor Training and Development Policy

Health & Safety Policy 14/049

Co-option Questionnaire

Staffing Committee Terms of Reference

**21/14 Financial Regulations**

**Resolved:** approved the update of the Financial Regulations with the inclusion of the changes to Public Procurement Thresholds shown below.

With the departure of the UK from the European Union, the thresholds under Public Procurement Regulations are no longer expressed as the Sterling equivalent of Euros. They are now expressed only in Sterling, and the values have

been revised.

Footnote 3 to Regulation 11.1.c on page 16 of the Model Financial Regulations requires updating as follows:

Thresholds currently applicable are:

a) For public supply and public service contracts 209,000 Euros (£189,330)

b) For public works contracts 5,225,000 Euros (£4,733,252)

These new thresholds are applicable from 1st January 2020.

**20/15 Code of Conduct**

**Resolved:** the implementation of the recommended Local Government Association Code of Conduct. All agreed.

**20/16 Delegation**

**Resolved:** confirmed the continuation of the below Delegations to the Clerk as per below minute numbers:

**13/304 Delegation of Planning**

Resolved: the formal adoption of the below addition to the Standing Orders that:

Planning applications shall be received by the Clerk who will provide details to Councillors and where no queries arise by joint decision of all Councillors, the Clerk shall be delegated to inform the Planning Department within the time allocated of the decision of the Council. All Councillors will report directly back to the Clerk thereby avoiding discussion between members. Where queries arise, the Chairman will call for a site meeting which may require an Extraordinary Meeting to decide upon the application. Adhering strictly to legal procedures set by NALC.

**17/116 Delegation re use of the Recreational Grounds**

Resolved: approved that Delegated Power be given to the Clerk to approve the use of the Recreational Grounds following consultation by email with Councillors.

**Covid-19 Pandemic**

That the Council delegates authority to the Clerk in consultation with the Chairman and Vice Chairman to take any actions necessary with associated expenditure to protect the interests of the community and ensure council business continuity, informed by consultation with the members of the council. The scheme of delegation will be reviewed no later than September 2021.

**21/17 General Power of Competence**

**Resolved:** that the Council meets the legislative criteria listed below and so resolves its eligibility for the General Power of Competence. All agreed

The General Power of Competence is a Statutory Instrument of Law, it gives Local Councils the power to do anything that an individual may generally doand is found under Statutory Instrument 2012 No 965 of the Localism Act 2011- Sections 1-8

Criteria:

* A CiLCA qualified Clerk, or the level 4 Qualification, from the University of Gloucestershire or its predecessor institutions, complete with the 2012 Section 7 GPC module. (The Clerk has her CiLCA & Level Four Qualifications)
* The number of Councillors elected at the last ordinary election or at a subsequent by-election must equal or exceed two thirds of its total number of councillors at the time of the resolution. (7 Councillor have been elected uncontested so the criteria is now met)
* The Council has passed a resolution, that is minuted at a full meeting and that the criteria for the General Power of Competence, has been met. (Council can make this resolution to fulfil the criteria)

Eligibility remains in place until the next annual meeting of the council after the ordinary election even if the condition of the eligibility criteria has changed. Council will therefore be eligible until the next election takes place.

**21/18 Bank Signatories**

**Resolved:** removing Angus Neish, Ray Kenzie and Ian Ferguson from the Account and the addition to the account of Councillor Diana Green, Councillor Esther Swan and Councillor Martin Gopsill Brown, to view and approve payments only.

Council also approved that the payment for certain items may be made by BACS method provided that the instructions for each payment are signed, or otherwise evidenced, by two authorised bank signatories, are retained and any payments are reported to council as made. The CPRE Membership, Information Commissioners Licence and Unity Trust Bank Charges. (The approval of the use of BACS shall be renewed by resolution of the Council at least every two years.)

**21/19 Chairman’s announcements**

**Resolved:** noted the Clerks apology that this Agenda item was a duplication and that no action was required.

**21/20 Planning**

**Resolved:** noted that at the time of producing this Agenda there were no Planning applications received by the Clerk to comment on.

**(Please note in planning matters the Council acts as the consultee of the Principal Authority. The Principal Authority being the deciding body)**

**Planning Decisions**

**Resolved:** received the below information regarding the planning applications and decisions below, made by Wiltshire Council.

**Application Ref 20/10822/FUL -** Full Planning Permission

**Address**: Former Sydenhams Yard, Bradley Lane, Maiden Bradley, BA12 7JR

**Proposal:** Demolition of certain existing buildings, conversion of former office building to

form 2 dwellings, and construction of 8 new dwellings, with associated

highways, drainage, utilities, public open space, and green infrastructure

**Applicant Name:** Charleston Homes **Case Officer:** Richard Hughes

**Decision Date:** 13-05-2021 **Decision:** Withdrawn

Council noted that the Clerk sought an update from the Developer, and noted the reply from Roach Planning

We withdrew that application last Thursday. As you know, the red line site boundary for that planning application comprised only the part of the site currently owned by Sydenhams’ holding company, Sherborne Holdings Limited, but for which Charleston Homes has an option. The balance of the site, outside the red line, is currently owned by another party, and under that planning application the assumption was that that other party’s land would be retained for employment purposes. Charleston Homes has now been able to agree an option to acquire the balance of the site from the other party. Accordingly, Charleston Homes intends to submit a new planning application for development of the whole site, although still with just 10 new homes, which explains why we withdrew application 20/10822/FUL. The new proposals would continue to have the main access from Bradley Lane, would still include the pedestrian link to/from Church Street, and would still propose 8 new build homes and 2 homes in the converted former office building. This is essentially the draft alternative scheme you saw and commented on a few weeks ago. Our view is that development of the whole site for 10 new homes in such a manner would be preferable to development of 10 homes on part of the site alongside retained employment land as per the application 20/10822/FUL, although of course it will be for the LPA to determine the new application on its own merits, taking consultee comments into account.

**Application Ref PL/2021/03840 -**

**Address: 48 CHURCH STREET, MAIDEN BRADLEY, WARMINSTER, BA12 7HW**

**Proposal: T1 - Rowan tree - reduce height by approx 1.5m and spread by 1m & thin**

**crown by 10%. T2 - Cherry tree - reduce branches over garden by 2m & crown**

**lift to 5m. T3 – Golden**

**Decision:** Approve with Conditions

**Application Ref: 21/01382/LBC**

**Application for Listed Building Consent**

**Proposal: - Proposed internal works**

**At: 28-29Church Street, Maiden Bradley, BA12 7HW**

**Decision:** Approve with conditions.

Conditions: (3)

1 The development hereby permitted shall be carried out in accordance with the following approved plans (all as drawn by the applicant and uploaded to the website):

proposed ground floor plan.

proposed first floor plan.

proposed bathroom cross-sections 4 1.

proposed kitchen range and window cross-section 1.

proposed kitchen range and window cross-section 2.

REASON: For the avoidance of doubt and in the interests of proper planning.

2 The new window at ground floor (to replace the existing PVCu window) will be a flush-framed single glazed casemet window. Details of the proposed window at a scale of 1:5 or 1`:10, including cross-sections, shall be submitted to, and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

REASON: In the interests of visual amenity and the character and appearance of the area.

3 The works for which Listed Building Consent is hereby granted shall be begun before the expiration of three years from the date of this consent.

REASON: To comply with the provisions of Section 18 of the Planning (Listed Buildings and Conservation Areas) Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

**Application Ref: 21/01643/FUL**

**Application for Full Planning**

**Proposal: - Replace existing garage with new garage with office above.**

**At: 95 Frome Road, Maiden Bradley, BA12 7JA**

**Decisions:** Approve with conditions.

In pursuance of its powers under the above Act, the Council hereby GRANT

PLANNING PERMISSION for the above development to be carried out in

accordance with the application and plans submitted (listed below).

In accordance with paragraph 38 of the National Planning Policy Framework,

Wiltshire Council has worked proactively to secure this development to improve the

economic, social, and environmental conditions of the area.

Subject to the following conditions:

Conditions: (3)

1

The development hereby permitted shall be begun before the expiration of

three years from the date of this permission.

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

2

The development hereby permitted shall be carried out in accordance with the following approved plans: 0261 PL01 Site location & Existing site block plan, 0261 PL02 Existing floor plan, 0261 PL03 Existing elevations dated 16/02/21, 0261 PL06A Proposed site plan, 0261 PL05A Proposed elevations and 0261 PL04A Proposed floor plans dated 21/04/21.

REASON: For the avoidance of doubt and in the interests of proper planning.

3

The office/accommodation hereby permitted shall not be occupied at any time other than for purposes ancillary to the residential use of the main dwelling, known as 95 Frome Road and it shall remain within the same planning unit as the main dwelling.

REASON: The additional accommodation is sited in a position where the Local Planning Authority, having regard to the reasonable standards of residential amenity, access, and planning policies pertaining to the area, would not permit a wholly separate dwelling.

Informatives: (4)

Any alterations to the approved plans, brought about by compliance with Building Regulations or any other reason must first be agreed in writing with the Local Planning Authority before commencement of work.

Please be advised that nothing in this permission shall authorise the diversion, obstruction, or stopping up of any right of way that crosses the site. You are advised to contact the PROW officer on 01225 713048.

The applicant should note that the grant of planning permission does not include any separate permission which may be needed to erect a structure in the vicinity of a public sewer. Such permission should be sought direct from Thames Water Utilities Ltd / Wessex Water Services Ltd. Buildings are not normally allowed within 3.0 metres of a Public Sewer although this may vary depending on the size, depth, strategic importance, available access, and the ground conditions appertaining to the sewer in question.

The applicant is requested to note that this permission does not affect any private property rights and therefore does not authorise the carrying out of any work on land outside their control. If such works are required, it will be necessary for the applicant to obtain the landowners consent before such works commence.

If you intend carrying out works in the vicinity of the site boundary, you are also advised that it may be expedient to seek your own advice with regard the requirements of the Party Wall Act 1996.

**Planning Appeals**

**Resolved:** noted the below, the Chairman stated it was disappointing as the employment would have benefited the community.

**Town and Country Planning Act 1990**

**Appeal by Trustees of Lord Seymour's 1971A Fund**

**Site Address: Manor Farm, Maiden Bradley, WARMINSTER, Wiltshire, BA12 7HY**

**Appeal Ref: APP/Y3940/W/20/3257578**

**Manor Farm, Maiden Bradley, Warminster, Wiltshire BA12 7HY**

• The appeal is made under section 78 of the Town and Country Planning Act 1990 against a refusal to grant approval required under Schedule 2, Part 3, Class R of the Town, and Country Planning (General Permitted Development) (England) Order 2015 as

amended.

• The appeal is made by Trustees of Lord Seymour’s 1971A Fund against the decision of Wiltshire Council.

• The application Ref 20/04435/PNCOU, dated 22 May 2020, was refused by notice dated 16 July 2020.

• The development proposed is notification under Class R to determine if prior approval required for a proposed conversion of agricultural buildings to a flexible commercial use for a furniture showroom specialising in the sale (A1 retail) of bespoke and antique

furniture with ancillary office (B1).

**Decision**

1.The appeal is dismissed.

**Preliminary Matters**

2. The provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 as amended (GPDO), under Article 3(1) and Schedule 2, Part 3, Class R, require the local planning authority to assess the proposed development solely on the basis of its impact on transport and highways, noise, contamination, and flooding risks. My determination of this appeal has been made on the same basis.

3. Class R of the GPDO allows for a change of use from an agricultural building to a flexible use falling within Classes A, B, C and D of the Use Classes Order. On 1 September 2020, which is after the Council determined the application, the Use Class Order was amended. New transitional saving provisions were introduced as part of the Town and Country Planning (Use Classes) (Amendment) (England) Regulations 2020. Under these provisions, until July 2021, references in the GPDO to use classes are to be construed as references to the use classes which were specified in the Use Classes Order 31 August

2020, before the latest amendments came into force1.

4. I have used the site address provided on the appeal form as it is clearer than the address provided on the application form.

5. I have used the description of development provided by the Council as it is more accurate than the original description. The appellant has confirmed agreement to use the Council’s amended description.

**Main Issue**

6. The main issue is the transport and highways impact of the development.

**Reasons**

7. The appeal site comprises a range of traditional farm buildings in a rural location. The buildings are arranged around three sides of a yard and are mostly of a low single storey scale apart from a larger barn along the northern side of the range. They are accessed from a rural lane, which is predominantly single carriageway width.

8. Evidence before me refers to a number of passing places along the length of the lane, sufficient to allow vehicles to pass each other. At my visit I saw that there are a number of places along the relevant lengths of the lane that would allow for this, mainly in front of field gates, over third-party land, or overrun areas on roadside verges.

9. However, the distance between such passing places is considerable. Thus, drivers would rely on reversing excessive distances to pass an oncoming vehicle. Furthermore, the nature of the proposal would make it likely that those visiting the site would be infrequent visitors and would therefore be unfamiliar with the road and the location of safe places to pass. This may result in drivers reversing further than needed. Although there are no reports of collisions along the lane, reversing long distances would increase the risk of collision, which would be made more likely along narrow lengths of the lane and along sections with poor sight lines. As such, with reference to paragraph 109 of the National

Planning Policy Framework, I am of the view that the proposal would have an unacceptable impact on highway safety.

10. The appellant refers to the Council’s recent approval at the site for the demolition of 4 agricultural buildings, creation of new access and the erection of a new storage warehouse. Unlike the appeal proposal this would result in a very low level of vehicle movements, and those journeys would be more likely to be made by drivers who carry out repeat visits to the site and thereby become familiar with the characteristics of the lane. Furthermore, as a result of the removal of a number of modern agricultural buildings, the Council accepted that the impact of additional vehicle movements would be offset by a reduction in vehicle movements associated with the demolished buildings.

11. The submitted transport statement by ADL Traffic dated August 2020, suggests that the proposal would result in a further significant reduction in vehicle movements as a result of the change of use of the existing buildings. The report suggests that the buildings were an integral part of the wider farm site.

In the site description within the report, it is suggested that the buildings have previously been used as two outbuildings, a piggery, and a tithe barn. Based on this and taking into account the traditional form of the buildings, their limited scale, low eaves height and modest access doors, it is highly likely that the buildings had a fairly low key and somewhat ancillary use when compared with the larger and more practical agricultural buildings at the site.

12. Table 2A of the transport statement sets out the vehicular movements associated with a livestock farm use at the application site. This lists vehicle movements that would appear to be far in excess of those that could be associated with a traditional range of farm buildings with significant physical limitations to make them useful for modern agricultural purposes. There is nothing in the report to clearly link this level of movement with the appeal buildings. Neither is there any information to suggest that ongoing vehicle movements associated with the wider agricultural holding would be reduced as

a result of the proposal.

13. Furthermore, the comparison sites identified within the report differ significantly from the appeal proposal and are therefore of limited use in understanding how the proposal may operate. It is suggested that the number of visits to the site would be limited because the majority of sales would be online, and most visitors would be by appointment only. In terms of online sales, the proposal is for a showroom, which would be provided for the display of goods to visiting customers. The use of a range of characterful traditional buildings in a pleasant rural location would make the site a desirable place to

visit, especially to view a display of bespoke and antique furniture. It would therefore be reasonable to expect a significant demand for customers to visit the site to view the goods on display. On this basis I am not satisfied that it would be reasonable to enforce a pre-booking arrangement to prevent visitors arriving at the site unannounced and thereby limit visitor numbers. For these reasons it is likely that the proposal would result in a greater number of customer visits than anticipated.

14. I therefore have considerable doubt over the submitted analysis of previous vehicle movements associated with the appeal buildings and the anticipated vehicle movements resulting from the proposal. Therefore, the weight I give to

these matters are limited, and they are not sufficient to cause me to come to a different conclusion on the impact of the proposal on highway safety.

15. If I allowed the appeal the GPDO establishes that the proposal would secure a Sui Generis Use at the site. This would limit the operation of the site to that specified in the description of the development which would mean that a further change of use would need to be secured through a further application. This means that the buildings could not be used for a more generalised retail use, that might generate more traffic, without a further application. However, I have found that the proposed use would have an unacceptable impact on highway safety, without taking into account any further uses that the building could be put to. I am therefore not satisfied that the limitation of a Sui Generis Use should cause me to conclude differently on this issue.

**Conclusion**

16. For the reasons above, I find that the proposal would have an unacceptable impact on highway safety. The appeal should therefore be dismissed

**21/21 Parish Steward**

**Resolved:** noted Councillor Sebastian’s report that the Parish Steward been on site over the last couple of months, he has actioned several jobs, the potholes from the Rank to Gare Hill have been addressed. The Parish Steward had arranged for the road sweeper to clear all along Church Street. In June, weed spraying will take place on all the pavements, High Street and Church Street signposts will be repaired and it is hoped that down by the vicarage the leaves in the traffic calming will be dealt with as the Sparkle Team had left the traffic calming area.

It was agreed that a note of thanks be sent to Wiltshire Council for the work actioned and that a request in future for the loan of traffic lights to be abe to action the painting of the Church Street railings. The Clerk was instructed to research the cost of hiring traffic and any insurance implications.

**21/22 Traffic Calming and Speeding Traffic - Action Plan Transport & Traffic**

**Speed Indicator Device Thermotor in Liquidation**

**Resolved:** noted the final communication had been received from The Liquidator. Council has been paid a dividend of £19.39 in respect of its claim for £2,754.00. No further dividends will be received the matter is now closed. The Clerk has sent the cheque to be banked to Unity Trust Bank.

**Community Speed Watch Volunteers**

**Resolved:** Councillor Simon Wager reported that the device is now shared between the Upper Deverills Parish Council in rotation, one week on, one week off. They have a speeding problem of a different sort they have much higher speeds presented. There is to be a revamp of the areas speed watch are operated in. Frome road maybe targeted more in future.

**The Rank**

**Resolved:** noted that the metro count has been approved and will placed on the cycle post of The Rank. This will give an answer to what actually are the traffic movements on the Rank. Council also approved the draft Consultation letter. Letter approved for use.

**21/23 Weight Watchers**

**Resolved:** approved the below motion put forward from Councillor Alexandra Channer.

To consider Cllr Whitehead’s letter (20 April) to MB Weightwatchers.

**Background Information:** On 20 April, Cllr Whitehead responded to a letter from MB Weightwatchers in which they had proposed lifting the weight limit on the B3089 exit onto the A303 at Willoughby Hedge, in order to facilitate HGV traffic using the A350, as opposed to the B3092.

MB Weightwatchers are awaiting the outcome of the local elections of 6 May (our new county council representative and the new cabinet team), as well as an FOI request, before considering their response to WCC. They will share their recommendation with the parish council in time for the June meeting.

**Recommendation:** To resolve to wait until the June council meeting before full consideration of a response to Wiltshire Council regarding Cllr Whitehead’s letter (20 April) to MB Weightwatchers.

**21/24 Church Railings**

**Resolved:** noted the below correspondence received from the Highways regarding the railings in Church Street.

Traffic Control - Traffic Lights and highways will not sanction TRC this year. Just using cones is not considered a good enough safety precaution on their own. With the risk of operatives reaching through the railings to paint the roadside of the railing.

The Railings of course are Highway’s responsibility. So, the matter is closed for this year, and we must apply again for next year when the time arises.

**21/25 Recreational Area Health & Safety**

**Resolved:** noted the monthly Health & Safety checks actioned on the play equipment by Councillor Simon Wager and that there was nothing to report

**21/26 Village Hall – Action Plan Local Economy and Tourism**

**Resolved:** noted that the Memorial Hall had met on the 17th of May 2021 and the below report had been given.

* The current Chair has resigned so far, only a previous Chairman has offered to come forward as a new Chair, no one else has stepped forward.
* The Committee as Secretary is also stepping down from their role.
* Treasurers’ report: they have had another grant of £418 for COVID, from Wiltshire Council
* Maintenance: The hall has been deep cleaned ready for events etc. All the toilets have been done. There is new lighting outside and new curtain rails are on order which will be drawstring ones. Emergency exits through the kitchen have all been put right according to health and safety requirements.
* Re opening the Hall: The Hall will hold the Flower and Produce Show on the 21stAugust – this will be the first event.
* Fundraising: There will be a plant and cake sale outside hopefully on the 26 or 27th of June
* Future: coffee mornings may return. Plans also for a music evening with Jonathon Kenzie. Film night possibilities were also discussed. And there was a suggestion of a Village Lunch which would be ticketed at £7.00 a head.
* AOB. Questions were raised about the insurance cover on the children’s play equipment kept outside.

**21/27 Defibrillator**

**Resolved:** noted thatCouncillor Simon Wager had confirmed he has actioned the Defibrillator checks to the Clerk and a copy of notification of the report has been filed. He would action a handover with Councillor Susanna Brigden.

**21/28** **Action Plan Reviewed/Parish Plan**

**Resolved:** Councillor Alexandra De Renzy Channer addressed Council on the below actions already taken ready for the Best Kept Village competition. It was noted that judging can happen any day from Monday 17th May to the 23rd of May. It was noted that they may have already been as strangers were seen walking around the parish with a clipboard.

**Best Kept Village Update**

* Forms submitted (map and report/best newcomer entry) and acknowledged
* Wiltshire Unitary Council provided Sparkle team to remove weeds from edge of roads and they removed the broken 30MPH sign on Back Lane
* Parish steward sprayed weeds on Church Street
* Maiden Bradley Estate has coppiced trees and removed broken fence at the footpath entrance by the recreation ground
* 14 May the sweeper will clean the traffic calming area by the Church and Frome Road
* 15 May village spring clean 10-12.

**Actions:** Check with Angus Neish that he will collect the rubbish on Saturday pm or Sunday and action its disposal. Ask that the Clerk be directed to post a reminder on Facebook on the 17th of May 2021.

**Interpretation Board**

**Resolved:** Approved retrospectively the deposit paid of £624.00 in respect to the wooden frame. Councillor Alexandra Channer updated Council on the village interpretation board project to date. Council viewed the first draft of design and provided the following feedback, Yarnfield should be included, along with the Medieval village, the trig point on long knoll and the World War lookout station. Illustrate and re shade parts of the draft village map and that the top right had corner would have text. The Font type was discussed but not agreed. Councillor Alexandra Channer will bring the second draft to the next meeting. It was agreed that delegated powers would be given to the Clerk in conjunction with the Chairman and Vice Chairman to assist in moving the project forward should it be required between meetings.

**21/29 Parish Action Plan Communication**

**Resolved:** Councillor Alexandra Channer confirmed that two parishioners have agreed to continue to print a monthly poster listing the standard activities in the village (e.g., first page of Parish Newsletter) and put it in the Noticeboard.

**21/30 Councillor Training**

**Resolved:** approved the completion of the Training Skills sheet by all Councillors so that the Clerk can ascertain the Continuous Professional needs of the Team. Noted that the Clerk had obtained two Quotations to date re virtual Core Councillor and Experienced Councillor Training sessions, and that the Clerk is still to receive a third quotation for resolution. The Clerk would therefore bring this item to the June meeting Agenda. Councillors were asked to inform the Clerk of their availability for Training.

**21/31 Asset Register Review**

**Resolved:** approved the Asset Register, and that no changes were required.

**21/32 Insurance Policy**

**Resolved:** approved the Council Insurance renewal for the 1st of June 2021/2022 Civic Year. All agreed.

**21/33 Wiltshire Council Precept Payment**

**Resolved:** noted that the Parish Precept 2021/2022 first half payment of £12,117.18 had been received.

**21/34 Approval and signing of Parish Accounts for the months of April 2021** Internal Audit Accounts & Audit Regulations 2003 reg 2

**Resolved:** approved the accounts for April 2021. The Clerk reported that the Unity Trust Bank balance as of the 30th of April 2021 was £29,054.92.

**21/35 Payments** LGA 1972 s150 (5)

**Resolved:** reviewed and approved the items of expenditure listed below:

**Invoices**

Wages May 2021 LGA 1972 s111 £454.26

Travelling Clerk May LGA 1972 s111 £7.74

Heat Light phone etc. May LGA 1972 s111£10.66

Postage Reimbursement LGA 1972 s111 £2.30

K. M. Dike Nurseries March Open Spaces Act 1906 ss 9 and 10 £292.96

1 & 1 Website 01.05.21 – 01.06.21 LGA 1972 s111 £11.99

Zoom Subscription LGA 1972 s111 £14.39

Rapide Stationary Supplies LGA 1972 s111£31.13

Auditing Solutions Limited LGA 1972 s111 £216.00

Insurance Premium Came & Company 6823922 LGA 1972 s111 £918.71

**Receipts: To note receipt of income**

Wiltshire Unitary Council Precept Payment £12,117.18

IRL Liquidator Thermotor Limited £19.39

**Account Balance** £29,054.92

**Payments above payments May** £1960.14

**Receipts** £0.00 (above receipts already included in balance)

**Total Balance** £2,7094.78

**Resolved:** Councillor Sebastian Seymour and Councillor Simon Wager would action the payments for May 2021.

**21/36 Clerk’s Report**

**Internal Audit**

**Resolved:** noted that the Clerk has received the draft Internal Auditors report, a copy of it has been passed to Councillor Sebastian Seymour. The Clerk will bring the final report to Council at the June meeting for approval with the AGAR.

**Vat Reclaim**

**Resolved:** noted that the Clerk has had an update regarding reclaiming the Vat for the Zoom Subscription and that the Clerk will add the back claim for the Zoom Subscription Vat to the next reclaim.

From 1 January 2021, Zoom Inc. registered for VAT in the UK and charge UK VAT on their invoices. Their new VAT number is GB373142903. Although the company seems to have registered on time, HMRC only appear to have issued them with A VAT Number in March 2021. This VAT can now be reclaimed form HMRC, subject to the usual rules.

**Webinars**

**COVID-19: Risk & Resilience**

**Resolved:** noted that the Clerk is booked on the free to attend COVID-19: Risk & Resilience when exiting lockdown being given by Came & Company the Insurance provider on the 19th of May 2021.

**Ordnance Survey Create a Map**

**Resolved:** noted that the Clerk is booked on the free Ordnance Survey (OS): Using GIS and OS Data to Create a Map on the 24th of May 202.

**21/37 Correspondence received**

**Resolved:** noted that a thank you letter had been received by the Clerk from the Wiltshire Search and Rescue Charity regarding the grant donation of £100.00 awarded at the previous meeting. They were pleased the Council noted the voluntary work carried out by the Lowland rescue Teams who cover between hill and High water.

**21/38 Meetings for Councillors to consider attending**

**Resolved:** noted that at the time of producing the Agenda no meetings had been brought to the Clerks attention for Council.

**Report from Rural Police Department**

**Resolved:** noted no Rural Policing Report had been received.

**Booklets, Brochures, and leaflets on the below list were received.**

Clerks & Councils Direct

CPRE the Countryside Voice

**Emails on the below list were received and sent to Councillors.**

NALC online events

Neighbourhood Alert 29th March 4th April 2021

SSEN Resilient communities’ fund

Rural Bulletin - find out about £120m scheme for zero emission buses

NALC online events

Neighbourhood Alert Our News Newsletter - April Edition 07/04/2021

Calor Rural Community Fund – Only 2 weeks to go until applications close

NALC online events

CPRE Campaign wins and the latest countryside news

Wessex Flood Warden Newsletter - Spring 2021

Neighbourhood Alert Local Impactive Crimes 5th To 11th April 2021 12/04/2021

NALC Chief Executive's Bulletin

RSN Rural Funding Digest - April 2021

NALC online events

RSN Rural Funding Digest, including...£210 worth of funding to improve digital connectivity in rural areas and other funding opportunities

WALC April News

Wiltshire Council Updated guidance for Town and Parish Councils

Roadworks Alert from one. network

The Rural Bulletin - 13 April 2021

Practitioner’s Guide to Audit.

NALC online events

Healthwatch Wiltshire April 2021 ebulletin

Welcome to Wessex Community Action's Newsletter - 13th April 2021

Community Organisers Spring Newsletter - An update from us

NALC Star Council Awards 2021

Wiltshire Council Latest news and advice for residents on COVID-19 and more

NALC online events

Notification of a meeting of the Town Matters Committee 21 April 2021

2021 CIL Guidance for Parish and Town Councils

Frome Town Clerk's Update

Notification of Frome Town Council's Planning Committee Meeting

TTRN Bradley lane (part), Maiden Bradley

NALC Chief Executive's Bulletin

Wiltshire Council Latest news and advice for residents on COVID-19 and more

Wiltshire Council Watch a recording of our recent election webinar

Latest news and events from Warminster Our Community Matters for 04/16/2021

NALC online events

Civic Voice civic update - 19th April 2021

Neighborhood Alert Local Impactive Crimes 12th To 18th April 2021 - Warminster 19/04/2021 13:13:02

There is still time to take part in the Census 2021

Roadworks Alert from one. network

NALC online events

The Rural Bulletin - 20 April 2021

NALC online events

Maiden Bradley Weight Watchers

48 Church Street, Maiden Bradley, Warminster, BA12 7HW: Consultation - PL/2021/03840

Greenfield developments in areas of natural beauty have doubled!

Calor Rural Community Fund

Holiday activities for your community with UK Childcare Group

Agenda for Parish meeting re the unitary debate 28 April

Latest news and events from Warminster Our Community Matters for 04/23/2021

Latest news and advice for residents on COVID-19 and more

Civic update - 23rd April 2021

Successful Start for New-Look Rural Crime Team 23/04/2021 15:04:07

NALC Chief Executive's Bulletin

National Association of Local Councils Youth Survey

Do you need help to complete the Census?

Farm and Horse Watch Newsletter 27/04/2021

The Rural Bulletin - 27 April 2021

Wiltshire-Wide Dog Watch Scheme Launched 27/04/2021 12:25:45

NALC online events

Wiltshire Police Takes Part in National Knife Crime Initiative 26/04/2021

Neighbourhood Alert 19th To 25th April 2021 - Warminster

One week to go until election day

Wiltshire Council Standards Committee - Recruitment of Co-opted Members

Welcome to Wessex Community Action's Newsletter - 29th April 2021

Notification of a meeting of the Council Matters Committee 5 May 2021

NALC Chief Executive's Bulletin

Civic update - 30th April 2021

Latest news and events from Warminster Our Community Matters for 04/30/2021

Walks and talks in Cranborne Chase AONB this May

High Court judgement on remote meetings - application dismissed

NALC online events

Warning: Please Be Alert to Scam Phone Calls and Courier Fraud 04/05/2021

Local Impactive Crimes 26th April to 2nd May 2021 04/05/2021 17:22:31

Wiltshire Council It is election day

Roadworks Alert from one. network

The Rural Bulletin - 5 May 2021

Swindon and Wiltshire Growth Hub invites you t

RSN Rural Funding Digest - May 2021 Edition

Notification of Frome Town Council's Planning Committee Meeting

NALC Coronavirus Update

**21/39 Parish Clerks Delegated Powers** LGA 1972 s101

**Resolved:** none used.

**21/ Notice of items to be taken into consideration at the next meeting in June.**

**Resolved:** the below items.

General & Financial Risk Assessment

Certify the Accounting Statements- Annual Year End Accounts

Consider the Annual Internal Audit Report

Approve Annual Governance Statement

Approve Accounting Statement

Publish the Audit on the Website

Approve the dates for the Public to exercise their rights

Approve sending the AGAR to the External Auditor

Parish Interpretation Board

Weight Watchers

If Councillors have been approached by parishioners with an issue/item for Council to investigate, please can Councillors complete an Agenda item reporting form and send it to the Clerk within 6 clear days of the next meeting. If Councillors wish motions to be included on the next Agenda, they need to be sent to the Clerk before the 27th of May 2021 as per Standing Orders). See below:

**Standing Orders 9. Motions for a meeting that require written notice to be given to the Proper Officer**

A. A motion shall relate to the responsibilities of the meeting for which it is tabled and, in any event, shall relate to the performance of the Council’s statutory functions, powers and obligations or an issue which specifically affects the Council’s area or its residents.

B. No motion may be moved at a meeting unless it is on the agenda and the mover has given written notice of its wording to the Proper Officer at least (6) clear days before the meeting. Clear days do not include the day of the notice or the day of the meeting.

C. The Proper Officer may, before including a motion on the agenda received in accordance with standing order 9(b), correct obvious grammatical or typographical errors in the wording of the motion.

D. If the Proper Officer considers the wording of a motion received in accordance with standing order 9(b) is not clear in meaning, the motion shall be rejected until the mover of the motion resubmits it, so that it can be understood, in writing, to the Proper Officer at least (4) clear days before the meeting.

E. If the wording or subject of a proposed motion is considered improper, the Proper Officer shall consult with the chairman of the forthcoming meeting or, as the case may be, the councillors who have convened the meeting, to consider whether the motion shall be included in the agenda or rejected.

F. The decision of the Proper Officer as to whether or not to include the motion on the agenda shall be final.

**21/41 Items for Parish Newsletter & Notice Boards**

**Resolved:** a brief of each of the Councillors for the Parish News (Councillors to email the Clerk) Planning and the addition of the new information regarding the Sydenhams development, Community Speed Watch update, work of the Parish Steward, a public thank you to Sarah Neish for Co-ordinating the Covid19 Team.

## **21/42 Date of the next meeting**

**Resolved:** that **Tuesday 8th June 2021 at 7.00pm** is the date and time of the next meeting. All are welcome to attend**.**

**Meeting ended at 8.28pm Signed……………………………………….**

Logo picture of Quality Gold Award 
