**FYFIELD AND WEST OVERTON PARISH COUNCIL 3 – 2018/19**

Minutes of the **PARISH COUNCIL MEETING** held on the 17th September 2018 at 7.00pm in the Kennet Valley Hall.

**Present:** Cllr R Green, Cllr G Emberlin, Cllr J Drew, Cllr A Miller, Cllr D Woolley, Cllr S Nichols, Cllr J Turner & Cllr L Davies.

**Apologies:** Cllr N Fisk, Cllr A Baring & PCSO Emily Sykes.

**In attendance:** S Roberts (Clerk), Unitary Cllr J Davies & Jan Lockland from Innov8Sportz.

Cllr R Green chaired the meeting due to the absence of Cllr N Fisk.

**Declarations of interest:** None

**Dispensations:** None

1. **MINUTES OF THE PREVIOUS MEETINGS:** The minutes of the July meeting were approved and signed.
2. **MATTERS ARISING FROM THE MINUTES**

* Knights Close Play Area in West Overton - a working group has been formed, a meeting has taken place and a wish list prepared. Several quotations will now be sought. **Action Clerk**
* Cllr N Fisk has written to the new Chair of Avebury PC to offer our support for a joined up approach and offering our commitment to traffic calming on the A4 from Beckhampton to Fyfield and made it clear that we do not support the proposed closure of the Avenue at West Kennett.
* Two further requests will be put forward to CATG on 20th September, one for a Stop sign at the junction in West Overton just past the Manor Farm house entrance and the other for parking restrictions to be imposed directly in front of the Fyfield filling station.
* Defibrillators – there would need to be a total of four defibrillators to provide for the needs of the whole Parish and all would require an electricity supply. The Parish Council do not have sufficient funds to purchase these this year but it was decided additional funding, grants and individual donations should be investigated. Cllr G Emberlin offered to talk with a resident from West Overton who had previously expressed an interest. A request for financial support for the proposal is to be put in the October edition of UKN. **Action Clerk, G Emberlin & A Baring**
* Sarsen House - concerns about the dangers caused by car parking at this location have been expressed, the manager at Sarsen House has been approached for assistance and our PCSO has also been involved. They have been asked by a local resident to install proper signage. It was agreed not to persue the use of mirrors in the vicinity of Sarsen House following guidance from the Council Highways deparment. The parking situation will continue to be monitored and if necessary contact made with PCSO Emily Sykes. Residents were invited to send photos to PCSO Sykes showing any cars parked dangerously or on the pavement and obstructing pedestrians in the vicinity of Sarsen House.

All other matters arising are covered under the headings below.

1. **TRAFFIC/ROAD SAFETY/POLICE (JT)**

Lockeridge - a single white gate will be installed at the Clatford Road entrance with the village name and 20mph displayed. The additional funding required (£345) will be met by the Lockeridge Traffic Group.

A further request for a metro count will be made at the CATG meeting on 20th September **Action J Turner**

The surveys for the freight management request for C38 Lockeridge to Alton Barnes has now taken place. A request has been made for the names of company HGV’s regularly using this route to be submitted initially to Cllr J Turner. **Action Whole PC**

Bayardo Farm – a formal request has been submitted for warning markings on the road at the approach to the sharp bend in the road at SN8 4DU for consideration at the September CATG meeting.

West Overton – a request has been received to fill the potholes on the un- adopted road at Knights Close. A letter has been written advising the responsibility sits with the local residents. Previous discussions with Wiltshire Council surrounding the possibility of the road being formally adopted had not been favourable and it was agreed not to pursue this further.

Church Hill in West Overton – following the results of the metro count a request has been submitted to CATG for signage warning of the blind bend and also of horses and pedestrians in the road. The potential for a 20mph limit would be submitted for consideration at a future CATG meeting.

A request has been submitted to CATG for a stop sign at the junction in West Overton just past the Manor Farm house entrance.

Fyfield – a request has been submitted to CATG for parking restrictions to be imposed in both directions directly in front of the Fyfield filling station.

The A4 & Avenue at West Kennett – CATG will be asked by Avebury PC to proceed to the next phase of the Beckhampton roundabout plans and to embark on a 4-stage plan. The second phase, which covers the Sanctuary and east to the A4, would involve the establishment of a joint Working Group between the 2 Parishes with a main focus on safety and speed issues and mutual support to tackle our shared traffic issues. It was agreed a meeting should be set up at the Kennet Valley Hall with Highways, East Kennett and all the Parish Councils involved to discuss a strategy. **Action Clerk**

Two meetings are to take place in Avebury on the 19th September, one for road safety at 1pm (to be attended by Cllr J Turner) and the other at 7pm for a Traffic Group meeting (to be attended by Cllr S Nichols).

*Please see attached full report.*

1. **WW1 CENTENARY PLANS (LD & AB)**

The next meeting is to be held on Wednesday 19th September. The plans are progressing well with lots of involvement from the school. It has been agreed the trees will now be referred to as a copse rather than having one tree for each of the fallen and will also include East Kennett.

1. **LOCKERIDGE YOUTH CLUB (innov8sportz)**

Jan Lockland gave a briefing on how the pilot scheme had run across the rural locations in the Marlborough area. Lockeridge had been by far the most successful and Innov8sportz would be very happy to provide services and support a local youth club in Lockeridge for 12 months. If the youth club is to continue after this period it will require volunteers from the community and further financial support.

The Parish Council agreed to facilitate the Lockeridge Youth Club for a period of 12 months and pay for the hall hire provided full funding for the project could be found. The Clerk agreed to apply for funding to the Marlborough Local Youth Network and also to Tesco Bags for Help.

A working group was set up with R Green, L Staddon and A Miller as Parish Council representatives and Sophie Roberts & Innov8sportz as non Parish Council members. **Action Clerk**

1. **TELECOMMUNICATIONS (AM)**

To date there has been no enthusiasm from any of the network suppliers contacted to support a mast within our area. Contact has yet to be made with “3” and it was agreed the possibility of use of the church spire could be explored again and also the use of boosters. **Action A Miller**

*Please see attached full report.*

1. **PARISH ASSETS (GE)**

The lease for Knights Close is now complete and the grass has been recently mown by Aster. It was agreed an advert should be placed in the UKN for mowing of this area. **Action A Baring & Clerk**

The Fyfield play area is currently closed due to deep rabbit holes. It was agreed to install a rabbit proof fence. The area is also proving costly to maintain and it was agreed an advert should be put in the UKN for a volunteer to mow the grass and the PCC to be asked if we could have use of the lawnmower in Lower Fyfield should a volunteer be found. **Action Clerk**

West Overton litter-bin – the current bus shelter bin will shortly be replaced by a larger bin and the existing bin will be relocated to Lower Fyfield. It was agreed the bin at Lower Fyfield should be emptied every other week and it was noted there would be a charge from Wiltshire Council for emptying it.

Peacock Field purchase – progress to date has been slow**,** this has been due to on-going discussions surrounding access for mowing. A site visit with one of the trustees is to be arranged shortly to resolve the issue. **Action Clerk & N Fisk**

The lights in the bus shelter and the phone box in West Overton are no longer working, Cllr R Green agreed to investigate. **Action R Green**

1. **PLANNING (DW)**

The Dene – Land Registry are still dealing with the application to register the Dene. There has been no response to date from Wiltshire Council regarding the unauthorised driveway across the Dene.

Zoe Young has emailed, she owns a parcel of land to the rear of the Dene called Tumbledown, which she hopes to tidy up. She is also waiting for the Land Registry to complete her application. She has requested the removal of some trees and shrubs on the Dene, which are on Parish Council land and would also like to install a gateway to allow her to park a camper van on her land for a period of 28 days.

Revised National Planning Policy Framework – Cllr D Woolley has read through the document and it was not felt necessary to formally comment on the proposals.

1. **CONSERVATION (RG)**

Nothing to report.

1. **RIGHTS OF WAY (LD)**

The footpath in Lower Fyfield by the Water Treatment Works needs clearing of weeds as well as the footpath in West Overton leading off Forge Lane behind Newlands.

1. **EMERGENCY RESPONSE (JT)**

The team are due to meet on Friday 21st September.

Sandbags have been ordered but these will need to be collected. The Parish Council agreed to reimburse the fuel costs associated with the 33 mile trip to collect the bags.

The team are still short of a representative for West Overton.

*Please see attached full report.*

1. **COMMUNICATIONS (AB)**

Requested any news to be provided before 20th of each month.

1. **WEBSITE (NF & SN)**

The website is due to be populated on 24th September and go live very soon. The designer has requested photographs from the villages to go on the site. **Action Whole PC**

1. **REPORTS FROM OTHER BODIES**

**Marlborough Area Board**

The next meeting will be held on Tuesday 6th November.

Please see separate report.

**Kennet Valley Hall (NF)**

Nothing to report.

**Kennet Valley School (SN)**

Cllr Turner had met with the Head at the start of the autumn term and had requested that parents be reminded to ensure safe parking arrangements were observed.

It was agreed a representative from the school should be invited to the next meeting and they should be asked to submit reports. **Action J Turner**

**Avebury World Heritage Site Steering Group (SN & DW)**

The next meeting is due to take place in October.

1. **FINANCE (NF & RFO)**

The accounts for the year to September 2018:

Balance carried forward from last year: £5919.62

Total receipts for the year to September 2018: £9958.54

Total payments for year to September 2018: £8794.45

The available (cash book) balance at 12 Sept 2018: £7083.41

Sign Cheques:

The following cheques and invoices were approved & signed:

Retrospective

H M Land Registry – fee Ordnance Survey 1185 £30.00

Horsey Lightly – lease Knights Cl. 1186 £1761.80

Current

S Roberts Clerk salary Aug/Sept 2018 1887 £781.73

S Roberts Clerk expenses Aug/Sept 2018 1188 £27.31

W R Rammage – Fyfield grass June 1189 £100.00

Kennet Valley Hall – equipment insurance 1190 £24.36

1. **CORRESPONDENCE**

Electoral Review of Wiltshire Council – Unitary Cllr Jane Davies advised this has no direct implications for our Parish.

1. **A.O.B.**

The Ramblers have devised an App and would like contributions. It was agreed to contribute but it was felt that given the lack of mobile phone coverage in our area the app may not be of much use within our Parish.

The meeting closed at 8.40pm

This is the last page of the minutes.

**PLEASE NOTE** The next Parish Council meeting will be held on Monday 26th November 2018 at 7pm in the Kennet Valley Hall.