

## **ERLESTOKE PARISH COUNCIL**

### **Draft minutes of the Parish Council Meeting held on**

**Wednesday 10<sup>th</sup> March 2021**

**Please note the meeting was held online.**

**Present:** Councillor J S F Jonik – (Chairman)  
Councillor K Lewcock  
Councillor L Jones  
Councillor J Durham  
Councillor J Hunt-Davis  
Councillor F Morgan-Frise  
Councillor C West

**In Attendance:** Mrs Polly Doyle – Parish Clerk  
Councillor R Gamble  
Tamara Reay

#### **Public Participation –**

Councillor Jones has spoken with WO1 Elson who is part of the MOD Salisbury Plain training team. It has been noted that the bylaw sign near the pedestrian access to the woods has disappeared, but will be replaced with a sign that makes clear that the area is MOD land. Contractors will be on site in the next few weeks to tidy the area.

The MOD team are keen to work with the parish council to help manage the numbers of walkers as monitoring has become problematic.

The MOD team will be taking down any bike jumps especially near the Coulston road as it is not appropriate for fast bikes. There is now a permanent presence at Westdown Camp and they are being proactive in keeping people safe.

Councillor Lewcock raised the issue regarding the complaint from The Park concerning parking. As the land is owned by Astel, Councillor Lewcock contacted them to explain the situation and pass on the complaint. Astel looked into the situation. There has been no further communication regarding the issue.

#### **185/21 APOLOGIES**

No apologies received.

#### **186/21 DECLARATIONS OF INTEREST**

No declarations of interest raised.

#### **187/21 MINUTES**

The minutes of the Parish Council Meeting held on Wednesday 27<sup>th</sup> January 2021, having previously been circulated were confirmed by the Chairman, Councillor Jonik as a correct record.

**These minutes are to be signed at the next convenient opportunity.**

**188/21            REPORT FROM COUNCILLOR RICHARD GAMBLE – WILTSHIRE COUNCIL**

Sadly, this may be Councillor Gamble's last meeting and he thanked Erlestoke Parish Council for all their help.

He mentioned a few of the successes such as the pub that will be reopening in the village and thanked Councillor Lewcock for all his work on this. Councillor Gamble hopes that some progress has been made in resolving the flooding issues with the railway bridge as many officers have worked hard to resolve this.

The Area Board meeting will be on Monday 15<sup>th</sup> and one item is for the funding application for the cricket ground. Support from the Parish Council would be appreciated.

Councillor Gamble highlighted the National Census on Sunday 21<sup>st</sup> March and considered who may need assistance with their census form.

We are still waiting to hear in regards to any decision making about the Black Dog Crossroads. There is a review of the local planning, which is used in core strategy. Whilst Erlestoke is not directly affected, it would be worth monitoring the decisions made as some interests may affect the parish. For example; Worton has planning for 40 houses, but Great Cheverel have none.

Councillor Gamble acknowledged that Chairman Jonik will be standing down as chairman. He thanked Chairman Jonik for everything that he has done for the Council and for all his comments and wisdom. He stated that Chairman Jonik has been an outstanding chairman of an outstanding community and that he will be missed.

**Erlestoke Parish Council would like to thank Councillor Gamble for his service to and interest in the parish.** The Erlestoke community are grateful for all the hard work Councillor Gamble has undertaken to support the community.

**189/21            FINANCE**

**189/21.1        BANK BALANCES**

Treasurers Account	£3523.14
Business Bank Instant	£9005.14

The bank balances were noted.

**189/21.2        BANK RECONCILIATION**

Councillor Lewcock is currently working on the most recent bank reconciliation.

**189/21.3        UPDATED CASH BOOK**

The updated cashbook was noted and will be posted on the website.

#### **190/21          PAYMENTS BY DIRECT DEBIT**

The following payments by direct debit were noted;

12<sup>th</sup> January 2021 - **£5.39** - Zen Internet  
12<sup>th</sup> February 2021 - **£5.39** – Zen Internet  
19<sup>th</sup> March 2021 - **£11.99** – Annual Domain Name payment

#### **191/21          CLERK TIMESHEET**

Members noted the clerk's timesheet for January at 25.5 hours and February at the standard number of 16 hours.

It was proposed, seconded and **UNANIMOUSLY RESOLVED** to approve the overtime hours accrued in January of 9.5 hours at £10.44 per hour, plus printing costs of £9, to a total of **£108.18**.

#### **192/21          CLERK HOLIDAY REQUEST**

It was noted that the clerk has 12 hours holiday remaining from 24 hours total annual leave.

It was agreed for the clerk to take 8 hours holiday before the end of the financial year and to carry over 4 hours to the following leave year as allowed by point 15.5 in the clerk's contract. The dates requested are Friday 22<sup>nd</sup> March to Sunday 4<sup>th</sup> April 2021.

#### **193/21          REIMBURSEMENT FOR BOLLARDS**

It was proposed, seconded and **UNANIMOUSLY RESOLVED** to approve the reimbursement to Councillor Durham for the purchase of bollards for car parking management for the sum of;

10<sup>th</sup> January 2021 - £54.99 from Street Solutions UK for 12 traffic cones

#### **194/21          REIMBURSEMENT OF CAR PARK SIGNS**

It was proposed, seconded and **UNANIMOUSLY RESOLVED** to approve the reimbursement to Chairman Jonik for the purchase of temporary signs for car parking management for the sum of;

1<sup>st</sup> February 2021 - £85.50 from Uniquesign for car park signs

#### **195/21          UPDATE ON ONGOING POINTS**

No updates to report.

#### **196/21          COVID-19 COMMUNITY ACTION**

It was decided to continue with no changes in regards to COVID-19 community action.

## **197/21 CAR PARKING IN THE VILLAGE**

Councillor Lewcock outlined the three options for managing the issue of the increased number of visitors to the village and the consequent issue with parking. Those options are; to remove the barriers altogether, continue with the existing barriers (which would not be for long as this is expensive) or to build knee high fencing to replace the current metal fencing.

Councillor Lewcock sought three quotes for the knee-high fencing. If the work was completed by the parish the cost would be £550 plus the cost of the postcrete and this would come in with the budget that was agreed in the last meeting. Signs can also be added and a gate is not essential to include. Devizes fencing can only provide part of the order. Jacksons would cost £146 for delivery only. Councillor Lewcock felt that the fencing would make it clear that there is no parking on the grass unless there is a special occasion that merits the need.

6.57pm Councillor Morgan-Frise joined the meeting.

The Parish are currently hiring from Sydenhams, but this cost is not sustainable.

7.06pm Councillor West joined the meeting.

It was proposed, seconded and **UNANIMOUSLY RESOLVED** to approve the knee-high wooden fencing for the car park with a space to enable the grass cutter to access the field.

It was suggested that signage was needed to make it clear that it is a parish council car park as opposed to a church car park. It was noted that the Secret garden was not designed as a car park, but can be used for parking. There are plans for a new pavillion and to upgrade the road leading to the area. The Cricket Club will be applying for planning application for the planned works to be completed over the next few years. The Cricket club are now charging people to park at the Secret Garden if they have no affiliation with the cricket club.

## **198/21 PARKING RESTRICTIONS IN THE PARK**

The implementation of parking restrictions in The Park was considered. The addition of white lines cost £6.50 a meter and the section is approximately 100 meters. Even if the parish council pays for the work it would still not be undertaken until June. The alternative is to make a request for 75% funding of the cost at a CATG meeting. As we are at the end of the financial year there is no funding for this activity currently.

Double yellow lines involve a survey that would last several months. If it is deemed that there is no parking issue then the parish council are expected to pay for the survey, but if it is deemed that there is an issue then the parish council do not pay. However, there is an annual fee for the maintenance of the yellow lines.

Councillor Lewcock spoke to Adrian Hampton at Highways and was informed that Astel own many of the footpaths and grass verges around the sports field including outside number 1 and 2. Any activity needs to be communicated to Astel and permission sought in order to

undertake any work on their property. Additionally, it was noted that some houses are privately owned.

It was agreed that due to the work and costs involved that a decision should be delayed until after the COVID-19 restrictions are lifted to review whether the parking continues to be an issue.

#### **199/21          CRICKET CLUB PAVILLION**

The Council acknowledged that the Cricket Club have plans for a new pavillion design and an affordable building plan. The Parish Council would like the opportunity to review the plans.

#### **200/21          MOVE CHANGE OF SPEED LIMIT SIGN POSITION**

The proposal of lowering the speed limit from 30 to 20 mph was agreed in general. The possibility of moving the speed limit sign was also considered as it was felt that it was dangerous to cross the road near the car park. For these actions to happen the Council need to apply to the CATG Committee. It was also proposed that the sign at the other end of the village could be moved. Currently the position of the sign and that they are overgrown means that cars are still going at speed as they enter the village.

It was also felt that SID signs are a good investment as the number of speeding cars are increasing. It was proposed that there was a SID at both ends of the village. If the Council purchased one SID the original one can still be used as well.

Councillor West volunteered to attend the CATG meeting if needed.

It was agreed to delay the decision until the next meeting.

#### **201/21          READOPTON OF PARISH COUNCIL DOCUMENTS**

It was proposed, seconded and **UNANIMOUSLY RESOLVED** to readopt the following;

- |          |                       |
|----------|-----------------------|
| 201/21.1 | Code of Conduct       |
| 201/21.2 | The Standing Orders   |
| 201/21.3 | Financial Regulations |

#### **202/21          LOCAL COUNCIL ELECTIONS MAY 2021**

It was acknowledged that members need to submit their nomination papers for the deadline of the 8<sup>th</sup> April

#### **203/21          ANNUAL MEETING DATE**

Members agreed to the setting of the Annual Meeting date on Wednesday 19<sup>th</sup> May. The annual meeting needs to be held within 14 days of the new council taking office, which is on Monday 10<sup>th</sup> May 2021.

Please also note that the legislation allowing meetings online will expire on the 7<sup>th</sup> May and there are currently no plans to extend this date.

## 204/21 LITTER PICK

Members agreed the date of Sunday 18<sup>th</sup> April from 10am to 12 pm for the annual village litter pick. Adrian Hampton will provide the trailer and equipment as long as we let him know the date.

## 205/21 PLANNING APPLICATIONS

Application Number	Applicant	Location of Development	Description of Development
21/00305/FUL	Mr Rafe Colenso	Manor Farm Lower Road Erlestoke Devizes Wiltshire SN10 5UE	To install 1no. double door & 2no. Dorma windows & 1no. Velux window.
21/01200/LBC	Mr Rafe Colenso	Manor Farm Lower Road Erlestoke Devizes Wiltshire SN10 5UE	To install 1no. double door & 2no. Dorma windows & 1no. Velux window.
21/01067/FUL	Mr Rafe Colenso	Manor Farm Lower Road Erlestoke Devizes Wiltshire SN10 5UE	Demolish existing building and rebuild to use as a dwelling.
21/01737/LBC	Mr Rafe Colenso	Manor Farm Lower Road Erlestoke Devizes Wiltshire SN10 5UE	Demolish existing building and rebuild to use as a dwelling.
21/01666/FUL	Jonny Marion	Barton Cottage, 51 High Street, Erlestoke, Devizes, SN10 5UA	Internal alterations and rear dormer extension.
21/00256/LBC	Jonny Marion	Barton Cottage, 51 High Street, Erlestoke, Devizes, SN10 5UA	Internal alterations and rear dormer extension.

No issues with the planning applications.

Erlestoke Parish Council would like to highlight that Erlestoke is a conservation area and consequently all planned tree work must be submitted to the Council via a 'works to tree' application. It is a simple process to check and apply online:

<https://www.gov.uk/apply-work-on-protected-tree>

## 206/21 PLANNING APPLICATIONS DETERMINED

Application	Location of	Description of	Decision
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Number	Development	Development	

No planning applications to note.

**207/21 EXCHANGE OF INFORMATION AND ON-GOING MATTERS – Please note no decisions can be made on any items discussed under this agenda item.**

- Erlestoke House Gates
- Play Area
- Erlestoke Lakes
- Erlestoke Woods
- Village Hall

No issues were raised.

**208/21 TO RECEIVE REPORTS FROM EPC REPRESENTATIVES**

- 208/21.1** Councillor Jonik - **Website and Footpaths**
- 208/21.2** Councillor Lewcock - **Cricket and Golf Club, Leisure and Entertainments and the Erlestoke Prison**
- 208/21.3** Councillor Frise-Morgan - **Health and Wellbeing and the Village Hall**
- 208/21.4** Position vacant – **Play Area Officer and Community Police**
- 208/21.5** Councillor Durham - **Information Technology**
- 208/21.6** Position vacant - **General Maintenance**
- 208/21.7** Mr. Bill Kemp – **Flood Warden**
- 208/21.8** Due to Covid-19 this work is currently centralised - **Police**

No reports were raised.

**The next meeting will be held on Wednesday 21<sup>st</sup> April 2021.  
Meeting ended at 21.48pm.**