

ERLESTOKE PARISH COUNCIL

Parish Clerk

Mrs Polly Doyle
1 Pagnell Lane
Littleton Panell
Wiltshire
SN10 4EW

Chairwoman

Councillor Louise Jones

To: Councillor K Lewcock
Councillor J B R Durham
Councillor J J R Hunt-Davis
Councillor F Morgan-Frise
Councillor L Jones – (Chairwoman)
Councillor C West

28th September 2021

Dear Councillors

In accordance with the Local Government Act (LGA) 1972, Sch 12 paras 10 (2) (b) you are summoned to attend the **meeting of Erlestoke Parish Council**. The meeting will be held in **the Parish Church on Wednesday 6th October 2021 at 7.15pm**. (LGA 1972 sch.12 para 10(2)(a)).

A period of public participation will take place prior to the formal opening of the meeting. The Press and Public are welcome to attend the meeting. In accordance with the Parish Council's Standing Order No. 60. Please note that due to the lack of signal in the venue, Erlestoke Parish Council are unable to offer the meeting to be accessible online.

Yours sincerely

Polly Doyle
Parish Clerk

MEETING OF ERLESTOKE PARISH COUNCIL

Wednesday 6th October 2021

Public Participation – To receive questions from members of the public.

AGENDA

1. APOLOGIES

To receive apologies for absence.

2. DECLARATIONS OF INTEREST

To receive any Declarations of Interest in respect of items on this agenda as required by the Code of Conduct adopted by the Parish Council.

Members are reminded that, in accordance with the Parish Council's Code of Conduct, they are required to declare any disclosable pecuniary interest or other registrable interests which have not already been declared in the Council's Register of Interests. Members may however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared on the Register, as well as any other registrable or other interests.

3. MINUTES

To confirm as a correct record the minutes of the Parish Council Meeting held on Wednesday 18th August 2021.

4. VOTE FOR CHAIRMAN

Councillors are asked to vote for a new Chairman.

5. VOTE FOR VICE CHAIRMAN

Councillors are asked to vote for a new Vice Chairman

6. REPORT FROM COUNCILLOR TAMARA REAY – WILTSHIRE COUNCIL

To report on any matters affecting Erlestoke which have been discussed at Wiltshire Council Meetings and / or the Area Board.

7. FINANCE

7.1 BANK BALANCES

Treasurers Account	£ 5,804.50
Business Bank Instant	£ 9,005.14

7.2 UPDATED CASH BOOK

For noting, circulated with agenda.

8. AIR AMBULANCE DONATION REQUEST

Councillors are requested to consider the donation request from the Wiltshire Air Ambulance Service.

9. CITIZEN ADVICE BUREAU

Councillors are requested to consider the donation request from the Citizen Advice Bureau.

10. CLERK TIMESHEET FOR AUGUST AND SEPTEMBER AND AUGUST OVERTIME

Members are requested to note the clerk's timesheet for August and September and approve four hours overtime in August at £10.44/hr.

11. PRINTER INK REIMBURSEMENT

Councillors are requested to review and agree the reimbursement to the clerk for printer ink at £21.80.

7th September 2021 - £21.80 Ink Jungle
£3.63 VAT

12. CLERK HOLIDAY REQUEST

The clerk proposes the following dates for clerk holiday to be taken;

20th December – 4 hours

27th December – 4 hours

21st February – 4 hours

4 hours remaining

13. PARISH NOTICE BOARDS

Members are asked to consider the condition of the parish notice boards and whether these need to be replaced.

14. LOCAL CLIMATE STEERING COMMITTEE

Erlestoke Parish Council have been invited by Bratton Parish Council to join with other local Councils to create a Local Climate Steering Committee that will address the climate change agenda. They are looking for a Erlestoke Councillor to meet with Cllr Noel Kew (Bratton Parish Council) to establish a Steering Committee.

15. PROPOSED PARISH COUNCIL MEETING DATES

Councillors are requested to consider the following proposed Parish Council Meeting dates;

6th October

17th November

15th December

26th January

9th March

27th April

16. SECRET GARDEN BENCH

Councillors are asked to consider the condition of the Secret Garden picnic bench and the need for a replacement.

17. UPDATE ON ONGOING POINTS

The clerk will update any previous points raised that are ongoing.

18. COVID-19 COMMUNITY ACTION

Councillors are asked to consider any further action the Council could take to support the community.

19. PLANNING APPLICATIONS

Application Number	Applicant	Location of Development	Description of Development
Ref PL/2021/07909	Marrion Case	Cricket Ground, High Street, Erlestoke, Wiltshire, SN10 5UA	New Cricket Pavilion
Ref PL/2021/07632	Ms Louise Jones	15 HIGH STREET, ERLESTOKE, DEVIZES, WILTSHIRE, SN10 5TZ	Replace existing panel fence with new feather edge fence to sides of rear garden and rear access. Install new hedgerow between boundaries at the rear of the property WITHDRAWN BY APPLICANT
PL/2021/08897		19 HIGH STREET, ERLESTOKE, DEVIZES, SN10 5TZ	Notification of proposed works to trees in a conservation area. Apple tree fell

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>

20. PLANNING APPLICATIONS DETERMINED

Application Number	Location of Development	Description of Development	Decision

Please note that all planning applications and planning applications determined are seen via email by the Council members although the applications are not necessarily in time to be included on the agenda.

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

- Play Area
- Sub station
- Telephone kiosk

22. TO RECEIVE REPORTS FROM EPC REPRESENTATIVES

- 22.1 Website and Footpaths - Mr S. Jonik
- 22.2 Cricket and Golf Club, Erlestoke Prison and EPC land - Councillor Lewcock
- 22.3 Health and Wellbeing - Councillor Morgan-Frise
- 22.4 Information Technology and the Play Area - Councillor Durham
- 22.5 Flood Warden - Mr. Bill Kemp
- 22.6 Police Community Support officer – Paula Yarranton 6015
- 22.7 MOD and Erlestoke Woods – Councillor Jones
- 22.8 Defibrillator – Mike Donnachie

The next meeting date proposed is Wednesday 17th November 2021.

ERLESTOKE PARISH COUNCIL

Draft minutes of the Parish Council Meeting held on

Wednesday 18th August 2021

Present: Councillor L Jones – (Chairwoman)
Councillor K Lewcock

In Attendance: Mrs Polly Doyle – Parish Clerk

Public Participation – To receive questions from members of the public.

No public present.

291/21 APOLOGIES

Apologises received from Councillor Morgan-Frise, Councillor Durham, Councillor Hunt-Davis, Councillor West and Councillor Reay.

292/21 DECLARATIONS OF INTEREST

No declarations of interest raised.

293/21 MINUTES

The minutes of the Parish Council Meeting held on Wednesday 30th June 2021, having previously been circulated were confirmed by the Chairwoman, Councillor Jones as a correct record.

294/21 VOTE FOR CHAIRPERSON

It was proposed, seconded and **UNANIMOUSLY RESOLVED** to approve the voting in of Councillor L Jones as the new temporary Chairman.

295/21 VOTE FOR VICE CHAIRMAN

This vote was postponed.

296/21 REPORT FROM COUNCILLOR TAMARA REAY – WILTSHIRE COUNCIL

Councillor Reay was unable to attend the meeting.

297/21 FINANCE

297/21.1 BANK BALANCES

Treasurers Account	£6,700.74
Business Bank Instant	£9,005.14

The bank balances were noted.

297/21.2 UPDATED CASH BOOK

The cashbook was noted.

298/21 AIR AMBULANCE DONATION REQUEST

This decision was deferred.

299/21 CITIZEN ADVICE BUREAU

This decision was deferred.

300/21 MILES AND FRANCIS GROUNDS MAINTENANCE INVOICE

The Council reviewed the invoice and it was proposed, seconded and **UNANIMOUSLY RESOLVED** to approve the payment for grounds maintenance by Miles and Francis for January to June 2021 for;

30th June 2021 - £395 from Miles and Francis

301/21 CLERK TIMESHEET FOR JUNE AND JULY AND JUNE OVERTIME

The timesheets were noted and it was proposed, seconded and **UNANIMOUSLY RESOLVED** to approve the Clerk payments for June and July and the overtime in June of 9 hours.

302/21 SSE LEASE CONTRACT SIGNING

Councillors reviewed the contract and it was proposed, seconded and **UNANIMOUSLY RESOLVED** to approve and sign the final agreed contract from SSE.

303/21 WANSBOROUGH INVOICE FOR SSE CONTRACT

Councillors reviewed the invoice and the payment was agreed in principle, but agreed that the Parish Council needed to receive the first payment of £1,000 before the invoice was paid. Consequently, the decision was deferred.

304/21 PARISH NOTICE BOARDS

It was decided to review the condition of the notice boards with the understanding they will need a clean and posted with up-to-date information.

305/21 LOCAL CLIMATE STEERING COMMITTEE

The decision was deferred and Councillors who were unable to attend the meeting will be contacted. The Clerk will contact the Bratton Clerk to confirm interest, but will be back in contact to confirm details.

306/21 UPDATE ON ONGOING POINTS

The clerk updated the Parish Council on the following points from Councillor West;

‘Councillor West met with one of the Wiltshire Council engineers to review the position of the speed signs. The engineer acknowledged the challenge of speeds of vehicles entering the village but reaffirmed the policy of not moving speed signs. He said that the vegetation on the left of the road around the sign needs to be cleared back so they can be seen further back up the road. Same goes for the west end of the village. He also said the speed limit numbers on the tarmac needs repainting. All this will be submitted for action but will not be done now until next year as the allocations for this year have been made. He also noted that, broadly, speeds through the centre of the village are limited by parked cars. The aspiration to reduce speed in the village to 20 mph is probably unrealistic, given that we are on a B road.

There are two things Erlestoke can still do. First is to purchase a SID and the second is to put up white ‘gates’ outside the 30 mph zones with signs that just say ‘welcome to Erlestoke’ or similar. The engineer is of the opinion that both of these measures could have a very positive impact on the speeds of vehicles entering the village and is going to send Councillor West the lines of the parish boundary.’

307/21 COVID-19 COMMUNITY ACTION

No action currently needed.

308/21 PLANNING APPLICATIONS

Application Number	Applicant	Location of Development	Description of Development
Ref PL/2021/06468	Mr David Whitehead	INGLENOOK COTTAGE, 44 HIGH STREET, ERLESTOKE, DEVIZES, SN10 5UA	Plum Tree - Fell. Elder Trees - Fell. Bay Tree - Prune to less than 10 feet

Noted and supported.

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>

309/21 PLANNING APPLICATIONS DETERMINED

Application Number	Location of Development	Description of Development	Decision
Ref PL/2021/04007	21 High Street, Erlestoke, Devizes, SN10 5TZ	Remove existing tiles and felt and batten on roof (front and back), fit new breathable felt and batten and new tiles and ridge. Fix new lead flashing to chimney stack. The existing roof has reached the end of its useful life and existing tiles are unlikely to survive being removed, stacked and refitted.	Approve with Conditions
Ref 21/00256/LBC	Barton Cottage, 51 High Street, Erlestoke, SN10 5U	External and internal alterations. Installation of rear dormer window. Alterations and replacements of fenestration.	Approve with Conditions
Ref 21/01666/FUL	Barton Cottage, 51 High Street, Erlestoke, SN10 5U	External and Internal alterations. Installation of rear dormer window. Alterations and replacements of fenestration.	Approve with Conditions
Ref 21/02522/FUL	Cook House, Lower Road, Erlestoke, SN10 5UE	Demolition of existing farm building and erection of three bed holiday let	Approve with Conditions

Noted.

Please note that all planning applications and planning applications determined are seen via email by the Council members although the applications are not necessarily in time to be included on the agenda.

310/21 EXCHANGE OF INFORMATION AND ON-GOING MATTERS – Please note no decisions can be made on any items discussed under this agenda item.

- Play Area – no update
- Sub station – no update
- Telephone kiosk – no update

311/21 TO RECEIVE REPORTS FROM EPC REPRESENTATIVES

- 311/21.1 Website and Footpaths** - Mr S. Jonik
311/21.2 Cricket and Golf Club, Erlestoke Prison and EPC land - Councillor Lewcock
311/21.3 Health and Wellbeing - Councillor Morgan-Frise
311/21.4 Information Technology and the Play Area - Councillor Durham
311/21.5 Flood Warden - Mr. Bill Kemp

- 311/21.6** **Police Community Support officer** – Paula Yarranton 6015
- 311/21.7** **MOD and Erlestoke Woods** – Councillor Jones
The work on the trees will be ongoing until Christmas.
- 311/21.8** **Defibrillator** – Mike Donnachie

The next meeting will be held on Wednesday 6th October 2021.
Meeting finished at 20:23.