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# GREAT SOMERFORD (INCORPORATING STARTLEY) PARISH COUNCIL

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## Minutes of the Parish Council Meeting 6 September 2023 Community Room@ 7.30 pm

**Present** Cllr T Barker Cllr T Sturgis  
Cllr M Griffiths (Chair) Cllr D Todd

**In attend'ce** H Wallace (Clerk) 1 member of the public

**PQT Public Questions**

A question was raised about delayed mowing in the village; it had been agreed not to mow until 30 June, after which it hadn't been possible due to rain.

**WCR Reports from Unitary Councillor and Council Representatives**

Cllr Threlfall couldn't attend due to a Wiltshire Council constituency change meeting but reported that the main news from Wiltshire was about the Local Plan. The consultation will begin on Wednesday 27 September. This is being publicised via a Parish Information Email and on Facebook and can be accessed via [www.wiltshire.gov.uk/local-plan](http://www.wiltshire.gov.uk/local-plan)

**Apologies for Absence**

Apologies from: Cllr Harper, Cllr A Lennox, Cllr H Lennox, Wilts Cllr Threlfall, Cllr Vout

**Declarations of Interest**

None

Cllrs acknowledged the resignation of Cllr F Miles and thanked her for her service on the Parish Council. The notices for recruitment of new Cllr have been placed on the website and noticeboards, with no responses yet. Cllrs are asked to encourage people they know to apply.

Cllrs acknowledged the Clerk's completion of ILCA and discussed Cllr training opportunities. WALC training is carried out during business hours so is not practical for the majority of the GSPC Parish Cllrs, who also have full time jobs.

**Intro Minutes and Matters Arising**

The Minutes of the Parish Council Meeting held 7 July 2023 were **approved** and **signed** by the Chair as a true record. **Proposed:** Cllr Todd, **Seconded:** Cllr Sturgis

**Actions:**

The Action Register was discussed and updated.

Cllr Barker opted to look into the idea of improved village signage and to assess any repairs needed of other signs in the village.

Current parish mowing contract is due to expire on 31<sup>st</sup> October. **Action:** Cllr Harper to discuss with contractor.



### 3. CIL

#### **CIL Projects and proposals were discussed**

A member of the public proposed purchasing 5 bird and bat boxes, to be installed in the Jubilee Gardens arboretum in the Free Gardens, for a total of £281.90. This would need to be proposed to the GSCF by the Free Gardens Trustees who manage the Free Gardens; it was discussed that the environment in Great Somerford does provide habitat for bats, birds and owls and that in the past, Wiltshire Wildlife Trust put up boxes out of the way which didn't seem to be used. Action: Cllr Barker to speak to RSPB or Wiltshire Wildlife Trust for advice.

A local landowner has proposed using CIL monies to install 3 Kissing gates (2 near Rodbourne Brook GSMO25 and 1 at Whitakers Field), for a total of £1,382.40. Cllr Barker will walk the route and check the location of the gates and will speak with the landowner to clarify plans. If it is public right of way, it would be eligible for CIL funding.

Regarding the project to set up a recreation area in the Glebe Field, which belongs to the Diocese of Bristol; Cllr Sturgis is still awaiting a written response from the Diocese' land agent and if this does not yield a result by October, approaches will be made directly to the Diocese .

#### 4. Planning a) Planning

Cllr Barker presented the planning information received from Cllr H Lennox as below:

##### Planning Applications Received Since Last Meeting

PL/2023/05823 - Proposed Works to Trees in a Conservation Area CHURCH FARM HOUSE, GREAT SOMERFORD, CHIPPENHAM, SN15 5JB T1 is a purple plum tree to be removed. The tree is approx 3m tall. (Decision: No objection)

PL/2023/05609 - Householder Application Lady's Walk House, West Street, Great Somerford, Chippenham, SN15 5EH The addition of a new, single storey outhouse, built to accompany an existing pool in the garden space of Lady's Walk House (Decision: Approve with conditions.)

PL/2023/05903 - Householder Application 11 WINKINS LANE, GREAT SOMERFORD, CHIPPENHAM, SN15 5HY Proposed Extension. (Still under consultation)

PL/2023/05847 - Removal or Variation of a Condition Land near Hollow Street, Great Somerford, Chippenham, approx. postcode SN15 5JH Variation of condition 2 (approved plans) and condition 5 on PL/2022/07293 Palmer Farming Ltd (Still under consultation)

PL/2023/06190 - Proposed Works to Trees in a Conservation Area THIRLSTONE, 4 GLEBELANDS, DAUNTSEY ROAD, GREAT SOMERFORD, CHIPPENHAM, SN15 5HX Fell the centre tree (variegated Acer) in a row of three at the front of the property. The three trees have been planted too close together. It will be replaced by a medium height shrub such as rhododendron or ceanothus (Decision: No objection)

PL/2023/06888 - Proposed Works to Trees in a Conservation Area PARSLOE, HOLLOW STREET, GREAT SOMERFORD, CHIPPENHAM, SN15 5JD The application is for felling of a tall, thin, single stem Silver Birch tree located on the eastern boundary, near the northeastern corner, of the Parsloe property

PL/2023/07045 - Proposed Works to Trees in a Conservation Area SUNNYSIDE, FROG LANE, GREAT SOMERFORD, CHIPPENHAM, SN15 5JA T1 - Poplar tree to be removed

PL/2023/07418 - Proposed Works to Trees in a Conservation Area

30 HOLLOW STREET, GREAT SOMERFORD, CHIPPENHAM, SN15 5JD

Apple tree in front garden has died and is positioned near to a lpg gas tank – to be taken down. Apple tree in rear garden is extremely overgrown and blocking light into the house – to be pruned.

PL/2023/07384 - Proposed Works to Trees in a Conservation Area

2 PADDOCK CLOSE, GREAT SOMERFORD, CHIPPENHAM, SN15 5JY

The Cordyline tree located at the front of 2 Paddock Close Great Somerford has died above ground. The tree has now started sprouting new growth from the base – to remove four dead trunks off at ground level, to encourage the new growth and ensure the dead trunks do not present a hazard.

Planning Applications Determined Since Last Meeting

PL/2023/01809 - Householder Application

THE QUACKS, MANOR PARK, GREAT SOMERFORD, CHIPPENHAM, SN15 5EQ Single storey side extension Decision: Refuse

PL/2023/05823 - Proposed Works to Trees in a Conservation Area CHURCH FARM

HOUSE, GREAT SOMERFORD, CHIPPENHAM, SN15 5JB T1 is a purple plum tree to be removed. The tree is approx 3m tall. Decision: No Objection

PL/2023/05609 - Householder Application Lady's Walk House, West Street, Great

Somerford, Chippenham, SN15 5EH The addition of a new, single storey outhouse, built to accompany an existing pool in the garden space of Lady's Walk House Decision: Approve with conditions.

PL/2023/06190 - Proposed Works to Trees in a Conservation Area THIRLSTONE, 4

GLEBELANDS, DAUNTSEY ROAD, GREAT SOMERFORD, CHIPPENHAM, SN15 5HX

Fell the centre tree (variegated Acer) in a row of three at the front of the property. The three trees have been planted too close together. It will be replaced by a medium height shrub such as rhododendron or ceanothus. Decision: No Objection

b) Housing developments

**Action:** Cllr A Lennox to follow up with Ashford Homes about cutting the verge towards the Demainbray Close development, off Dauntsey Road.

Regarding Cotswold Homes development of 21 new houses just beyond Broadfield Farm - Liam Rinn is the Cotswold Homes contact and Cllr Sturgis will discuss concerns about access to the development site. The construction management plan says that the access will be through a field but it needs to be monitored. Ideally, the road adjoining the development should be only joined up at the very end of the development project.

Cotswold Homes sent an email requesting that GSPC suggest new road names; It was noted that names of persons are not encouraged by Wiltshire Council. Some suggestions have been made which reflect the history of the location, such as Wallflower Lane, Barley Close, Canada Goose Lane. **Action:** Cllrs to put forward ideas to Cllr Griffiths to propose.

c) Neighbourhood plan

No updates this time as Cllr A Lennox absent. Cllr Sturgis noted that the Local Plan will be consulted on shortly and the review of the Neighbourhood Plan needs to be looked at. **Action:** Cllr Sturgis to assist Cllr A Lennox to incorporate the design statement and to show a positive plan. Cllr Sturgis does not believe that the Neighbourhood Plan will need much revision but will look at what Malmesbury Town Council has done.

5. Finance **Finance**

a) **Monthly Finance Report**

The Finance report was **received**. The Parish Council **ratified & approved** transactions processed since the last meeting (£2,007.09 payments). The Treasurer account was reconciled to 31 August and will be signed by Cllr Barker, a non-signatory of the bank accounts. **Action:** Cllr Barker

Balances were as follows:

Current Account 3,930.35  
Deposit Account 30,259.09  
Fixed Term Deposit Account 55,000.00  
Combined total 89,189.44

- b) Cllrs acknowledged the completion of the financial audit 2022-23 and that the notice has been publicised on the website and in the noticeboard

Cllrs discussed a duplicate payment that had arisen through a delayed authorisation of a payment and decided to call the relevant contractor to explain. **Action:** Clerk

Obtain copy of Parish Map used for Best Village Competition. **Action:** Clerk to ask Cllr Miles

6. Managed Winkins Lane Playground

Facilities The wasp nest in Winkins Lane has been dealt with.

It was noted that the playground fence posts have become rotten. A new safety fence may be needed near the playground and could be eligible for CIL monies. **Action:** Cllr Vout

Community Room

PAT testing has been completed, the cleaner/caretaker carries out H&S checks and runs the taps every week to prevent salmonella risk. There are a number of actions on the Diocese of Bristol Academy Trust (DBAT) safety check-list for the building shared between Somerfords Walter Powell School and the GSPC Community Room which aren't relevant to the Community Room but the Parish Council has provided DBAT with information on the necessary checks being done. **Action:** Cllr Todd to respond to DBAT to confirm the Parish Council position and Health & Safety practices.

7. Environment To discuss:

- a) Any actions for the Parish Steward or Council

Cllr Sturgis has written to Wiltshire Council about gullies and drains and has so far only received automated acknowledgments. An assessment has been made of drains in the village, and Cllr Sturgis will continue to raise awareness of those that require upgrading or repair. One of the main issues is the regular change of Wiltshire Council contractors and ensuing lack of ownership of the issues.

To receive:

- b) An update on Footpaths in the Parish

Some crops had not been cut away from public footpaths in the village, resulting in obstruction of public access, so Cllr Sturgis has spoken with the relevant landowners and will send a formal letter to request that it is done next year. **Action:** Cllr Sturgis; additionally to investigate who owns the footpath and gate on GSOM04, near Broadfield Farm, because the stile is difficult to get through .

8. Standing To discuss any updates regarding:

Items

Cemetery – Hedges have now been cut; Communications; Gt Somerford and Startley Defibrillators in Gt Somerford and Startley– the pads need to be replaced in March and May next year which will need to be recognised in the budget. **Action:** Cllr Todd to obtain costs and inform Cllr Harper; Book Exchange; Emergency Plan; School's Liaison; Website – updates made in the summer;

War Memorial – grass needs re-turfing; Cllr Todd has approached a few companies. One local company has already quoted to re-turf and the costs are considered to be in the normal range at around £1,100 for ornamental grass. **Action:** Cllr Todd to provide evidence of three quotes/or evidence of attempts and checks on value for money. Cllrs approved in principle to do the work with further evidence to be provided by email in the meantime.

Notice **Dates for Future Meetings @ 7.30 pm – 4 October in the Community Room.**

The meeting closed at 8.50pm

Approved .....  ..... Chair Date 5/10/27

Apologies from Cllr Barker for Oct meeting.

MS

