

---

# GREAT SOMERFORD (INCORPORATING STARTLEY) PARISH COUNCIL

---

## Minutes of the Parish Council Meeting 1 November 2023 Community Room @ 7.30 pm

### Present

Cllr T Barker  
Cllr M Griffiths (Chair)  
Cllr J Harper

Cllr T Sturgis  
Cllr D Todd  
Cllr I Vout

### In attend'ce

H Wallace (Clerk)  
Wiltshire Cllr E Threlfall

8 members of the public

### PQT

#### Public Questions

Problems with drainage were raised, particularly in West St, and whilst some clearance of drains and jet washing has been done by Wiltshire Council, recent flooding around the village was considerable.

**Action:** Cllr Sturgis and Wiltshire Cllr Threlfall to meet with Emma Biggs, Head of Drainage, at Wiltshire Council to push the Parish needs

**Action:** Cllr Todd to contact the property manager at Diocese of Bristol Academy Trust (DBAT) which runs Somerford Walter Powell School regarding outfall issues adjacent to the school

A member of the public raised that it might be useful to have more information in the event of future flooding, such as water levels, safe exits etc. A useful website is [Flood alerts and warnings - GOV.UK \(check-for-flooding.service.gov.uk\)](https://www.gov.uk/check-for-flooding)

Regarding the chestnut tree on the unclaimed land at the end of Manor Park, a member of the public asked that once the landowner is verified as being Crown Land, that a tree survey is requested prior to commissioning any crowning work.

**Action:** Cllr Sturgis to chase Salmon Burgess, the solicitors, to verify land ownership. Parishioners were asked to send any information such as deeds, that could be helpful in establishing ownership to the Clerk at [clerk.gspc@gmail.com](mailto:clerk.gspc@gmail.com)

### WCR

#### Reports from Unitary Councillor and Council Representatives

Thanks to former Cllr Miles and those who have produced the bus timetable lists which are now displayed at the bus shelter, in the Parish noticeboard and have been publicised on Facebook by Cllr Threlfall.

Cllr Threlfall also updated through the PQT section of the meeting.

#### Apologies for Absence

None



### **Declarations of Interest**

Cllr Griffiths and Cllr Sturgis declared an interest in the re-surfacing of the War Memorial and New Safety Fence at Winkins Lane and so did not participate in those discussions. Cllr Sturgis also declared an interest by association in the donation for the Parish Church and so did not participate in that discussion.

Intro

### **Minutes and Matters Arising**

The Minutes of the Parish Council Meeting held 4 October 2023 were **approved** and **signed** by the Chair as a true record. **Proposed:** Cllr Sturgis, **Seconded:** Cllr I Vout

### **Actions:**

The action register was reviewed and there were no urgent actions.

3. CIL

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

**Action:** Cllr Sturgis to bring a report regarding the proposed recreation area within Glebe Field to the January meeting.

Cllrs **decided** to purchase a new Safety Fence for Winkins Lane play area, to replace rotten posts near the wedding tree in Winkins Lane and to install a new bench table under the gazebo in the play area. For all three items, it is likely to be less than £3,000 and eligible for CIL funding. Therefore, Cllrs agreed in principle to go ahead and to receive the three requisite quotes via email. **Proposed:** Cllr Barker, **Seconded:** Cllr Harper (Cllr Griffiths abstained)

Kissing gates for public footpaths – It was reported by Cllr Barker that three have been ordered following agreement of the second least expensive quote as this contractor was also able to install in the short term.

Cllrs **decided** to approve the request by SHASA for the purchase of a noticeboard at the front of the school to publicise school and community events up to the value of £2,500 and with evidence of three quotes. **Proposed:** Cllr Vout, **Seconded:** Cllr Todd.

Cllrs **decided** not to purchase a decorative village sign at this moment as it was expensive and a suitable location could not be determined.

Cllrs determined that recent damage to grass verges near Winkins Lane play park had not been caused by the lorry delivering bark, but by another vehicle overtaking the bark lorry. **Action:** Cllrs to consider possible solutions to assist with protecting the parish verge/s.

### 4. Planning Applications received since the last meeting:

Application No:PL/2023/09237 Application Type:Full planning permission  
Proposal: New dwelling Site Address:11 WINKINS LANE, GREAT SOMERFORD  
**Action:** Cllr Sturgis reported to the PC that comments will be made shortly as the proposal is not supported in its current form.

Application No:PL/2023/09139 Application Type:Full planning permission.  
Proposal: Residential conversion of former agricultural barn Site Address: Barn off West Street, Great Somerford  
**Action:** Cllr Sturgis will comment that the West St drainage pipe must be operational and that items must not be put on open land that could diminish the aesthetics of the conservation area.

PLS

Applications determined since the last meeting:

Application Ref PL/2023/07384 - Proposed Works to Trees in a Conservation Area  
Address: 2 PADDOCK CLOSE, GREAT SOMERFORD, CHIPPENHAM, SN15 5JY  
- cut the four dead trunks off at ground level **Decision:** No objection

Application Ref PL/2023/07418 - Proposed Works to Trees in a Conservation Area  
Address: 30 HOLLOW STREET, GREAT SOMERFORD, CHIPPENHAM, SN15 5JD  
- one apple tree to be removed and one pruned **Decision:** No objection

b) Housing developments

Broadfield Farm Phase Two still working on discharge of conditions. **Action:** Clerk to forward the email from Cotswold Homes to all Cllrs.

c) Neighbourhood plan

No updates this time

## 5. Finance

### Finance

#### a) **Monthly Finance Report**

**The Finance report was received. The Parish Council ratified & approved** transactions processed since the last meeting (£574.84 payments). The Treasurer and account was reconciled to 26 October. This was confirmed and will be signed by Cllr Barker, a non-signatory of the bank accounts. **Proposed:** Cllr Harper, **Seconded:** Cllr Todd.

Cllr Harper **presented** the draft budget which broadly assumed 6% inflation and some specific changes to expenditures; such as Section 137 grants and grass mowing. Income on the CIL money on deposit will earn around 3% and it has been confirmed by Wiltshire Council that this can be used for general expenditure. The budget will be finalised for February.

Cllrs **decided** to award a larger donation to the Parish Church of £700 towards a delivery of heating oil and £300 for maintenance of the churchyard. **Proposed:** Cllr I Vout **Seconded:** Cllr Griffiths

Balances were as follows:

Current Account 15,790.49  
Deposit Account 30,315.24  
Fixed Term Deposit Account 55,000.00  
Combined total 101,105.73

## 6. Managed Facilities

### Winkins Lane Playground

The yearly report from ROSPA which was circulated to all Cllrs. More bark has been laid for additional cover. Swing shackles were replaced last year. A question about unclipping the zip wire comes up every year but the manufacturer has said that the PC should not dismantle the zip wire and that doing so would void our warranty.

Cllr Vout reported that the toddler slide is due an upgrade as there are some splinters. **Action:** Cllr Vout to look at like-for-like replacement of the toddler slide for CIL consideration.

**Action:** Cllr Vout to request the swing manufacturer to replace the cross beam.

Community Room

No updates this time

7. Environment

Recent flooding

The PC have contacted landowners with actions required and a report has been sent to Wiltshire Council and contact made with Wessex Water. As above (PQT) actions have been taken towards improvements to prevent future flooding.

a) Any actions for the Parish Steward or Council

None arose

To receive:

b) An update on Footpaths in the Parish

No updates other than that mentioned (CIL)

8. Standing  
Items

To discuss any updates regarding:

Cemetery – no update

Communications (the last road closure had been taken down before the PIE

communication was issued) **Action:** Clerk to check dates before forwarding; Gt

Somerford and Startley Defibrillators; Book Exchange; School's Liaison; Website; - no

updates

The Emergency Plan has been passed to Cllr Griffiths to review and has been sent round to Cllrs.

Three quotes had been obtained for the gravel at the War Memorial and the Cllrs **ratified** the decision to go ahead with the lowest quote. The total amount for the memorial ground works will now be £1379.00. (Initial quote was £1179.00). The original quote did not include removing the flower border/path surrounding area, The additional work was priced at £200. As this revised amount was still lower than the other 2 quotes, it was agreed to proceed with additional work.

**Proposed:** Cllr Harper **Seconded:** Cllr Vout.

**Action:** Cllr Todd to arrange a thank you card and voucher for the volunteer maintaining the Memorial

**Action:** Cllr Todd to find quotes for War Memorial plant troughs in which crosses can be placed at future remembrance occasions, with a temporary measure being made this year.

9. Closed  
Session for Co-  
option of a new  
Cllr

Cllrs discussed the candidates who had expressed an interest in being co-opted on to the Parish Council and **decided** by majority vote to co-opt Humphrey Gravell. **Proposed:** Cllr Griffiths, **Seconded:** Cllr Sturgis.

Remaining candidates are warmly encouraged to consider joining the Parish Council once two new vacancies are able to be filled, following a notice period currently in progress. Anyone interested in applying should contact the Parish Clerk or check the GSPC website for more information.

**Action:** Clerk to contact Humphrey with induction information and to contact other candidates once the notice period is over.

Notice

**Dates for Future Meetings @ 7.30 pm – 10 January 2024** in the Community Room.

The meeting closed at 9.20 pm

Approved

*Amel Chis*

Chair

Date

*10/1/24*