

# Easterton Parish Council Virtual Meeting

## Monday 19<sup>th</sup> October 2020 at 7.30 p.m.

In accordance with the Local Government Act (LGA) 1972, Sch. 12 paras 10 (2) (b) as amended by The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 into force to allow local authorities to conduct meetings remotely.

### Minutes

**Present via Zoom:** Cllr Chris Saunders(CS) (Chair), Cllr Ben Myerscough (BM) (Vice-Chairman), Cllr Anthony Snook (AS), Cllr Judy Boyt (JB), Cllr Bob Bulson (BB), Cllr Richard Brooks (RB) and Cllr Sarah Bates (SB). In attendance: Gillian Tatum Clerk and 1 Parishioner

**The meeting started at 7.30pm.**

1. **Absence Apologies and Declaration of Interests** Apologies; Wiltshire Cllr Philip Whitehead. Members are bound by the provisions of the Code of Conduct and are required to declare either personal or prejudicial interests; None
2. **Minutes of the Virtual Parish Council Meeting 21st September 2020. The minutes were agreed by all and “signed virtually” by the Chair as a true record.**
3. **Adjournment. Welcome to the Public.**  
The Chair welcomed the Parishioner in attendance who wanted to talk through the drafted Emergency Plan produced in his role as Community Emergency Co-ordinator (CEC). This had been circulated to Councillors prior to the meeting and consulted with Wiltshire Council; it covers 7 risks; COVID-19, flooding, storm or other damage, loss of utilities, road traffic accident, railway accident and military incident. He wants the Plan to be tested and that all volunteers involved to use it. After discussion a few areas were identified to be added; GDPR requirements to add the appropriate wording (even though it had been assumed that all volunteers were happy to have their contact details in the public domain), and that the Env. Agency had confirmed the listed houses at risk of flooding. The Clerk had checked our insurance and there is public liability coverage subject to a generic risk assessments being completed. This risk assessment is underway and reference to be contained in section 11 of the document and as an Appendix. Resolved; all agreed the Plan subject to the additions. **Action; Clerk to pass on the Risk Assessment when reviewed to the CEC to add in for the remaining 6 risk activities that volunteers can be involved with.** Clerk
4. **Planning Matters : To obtain statutory view of the Parish Council**
  1. **20/07974/FUL Application for Full Planning Proposal:- Construction of detached domestic Home Office / Hobbies room in place of approved stable block At: Reflections, Vicarage Lane, Easterton, Devizes,, Wilts, SN10 4BW**
  2. **20/07975/FUL Application for Full Planning Proposal:- New external doors and part glazed flat roof to enclose indented Evening Courtyard and create a garden room At: Reflections, Vicarage Lane, Easterton, Devizes, Wilts, SN10 4PU**After discussion, Councillors resolved no objections to both planning applications. **Action; Clerk to notify Wiltshire Council** Clerk

- 2. Ongoing –To resolve outstanding planning matters** Cllr CS
- Strawberry Fields Housing Development; Follow up verbal update on outstanding planning matters;** the Chair outlined his 4 pages of notes and references from corresponding with GreenSquare trying to sort out the outstanding planning matters associated with the Jam Factory housing development. He is very frustrated at the lack of response to the Parish Council’s requests on planning condition implementation and especially the lack of Flood Management Plan and the constant cutting of landscaping following non-maintenance and weed infestation. The last few months dealing direct with the Customer Complaints Dept. has not improved the situation with the latest correspondence postponing replies for another 10 days. **Action; Chair to write to GreenSquare copying in Karen Guest (Planning, Wiltshire Council) to try to action remedies.** Chair
5. **Correspondence – for information and discussion**
- (i) **Thank You Card** has been received from the Lord-Lieutenant (Mrs Sarah Rose Troughton) passing on thanks to our community for collaboration, imaginative ideas and generosity shown during the last few months of the COVID-19 pandemic.
  - (ii) **MLAV24 feedback from Market Lavington Parish Council;** ML Clerk had been in touch with details following consultation with the British Horse Society whom confirmed that road planings have been successfully used in many locations to combat issues with water logging and that they do bed down over time and compact into the surface and are thus a well- trodden path for horse riders on the bridleways. Councillors discussed therefore the proposal to put planings on the bridleway EAST 22. Previously Councillors were reluctant to undertake this due to the worry about impact for horse riders however with this new information Councillors were thinking (knowing that a lot of children use this route to get to school) that they should re-assess that decision. **Action; after discussion Councillors resolved that they were not averse to planings being put on EAST 22 if suitable planings become available to Wiltshire Council for maintenance work. Clerk to inform Wiltshire Council** Clerk
  - (iii) **COVID-19 update on Volunteer activity;** Cllr AS reported support had been carried out to parishioners in isolation. It was commented that unfortunately it may be necessary for all volunteers to be geared up and ready for greater support requests.
  - (iv) **Welcome Letter;** 3 had been distributed by Cllrs JB & AS to recent newcomers.
  - (v) **boomCast update;** with Cllr SB, Cllr AS would again target Strawberry Fields to get more parishioners using boomCast and also Hayward’s Place (which has seen new residents recently). **Action; Cllr AS to liaise with Clerk to help identify newcomers in the Parish.** Cllrs AS & SB
  - (vi) **Electronic Echoes update;** Cllr JB reported the next issue was due this week (23<sup>rd</sup> Oct), to include an up to date list of Volunteers and an illustration of a Parishioner.
  - (vii) **Langley House Donation request;** all agreed not appropriate for receiving a donation. Clerk reminded the Parish Council there is £300 in the donation budget outstanding allocation for 20/21. **Action; Clerk to circulate list of past donations made by the Parish Council** Clerk
6. **Governance & Procedures**
- (i) **Welcome to Cllr Sarah Bates;** the Clerk confirmed that the Register of Interest had been completed and that Cllr SB was also featured now on the website. All Councillors welcomed Sarah and looked forward to working with her; in due course areas of interest would be identified for her to help with.
  - (ii) **Planning White Paper;** Chair has written to Wiltshire Council asking for clarification on the proposals regarding protection for our rural status. Clerk reminded Councillors to refer to the briefing papers circulated to Members of Wiltshire Council for additional information.
  - (iii) **ROSPA Inspection & checking routine update;** the report from ROSPA had just been received and circulated to Cllrs CS, BM & RB. Only

- minor “low” risk elements had been identified. **Action; to follow up actions highlighted especially the remark covering finger trapping with the equipment manufacturer.** Clerk/Cllr BM
- (iv) **Any update for Village Hall & Playing Field re COVID-19 restrictions** ; Village Hall Trustees continue to review the position regards the Village Hall and accommodate use if possible taking into account COVID-19 latest requirements. At present not prepared to open until restrictions ease. Guidance for Parish Councils continues as remote meetings unless undertaking business remotely is not possible. The Playground appears to be continuing to be used sensibly, signs still in place. Awaiting new check list for review from ROSPA. The fence next to the car park is to be replaced shortly including welded mesh.
- (v) **Emergency Plan & Risk Assessment; covered under item 3.**
7. **Finance Update**
- (i) **Sept. Bank Reconciliation;** Clerk ran through the figures; bank balance £29,463.49 (5 un-presented cheques which have just been issued). Cllrs CS & BM have reviewed with the Clerk as financial sub group.
- (ii) **Budget Update;** Clerk reported all spend to date to budget and highlighted some budget headings which are underspent or now looking likely to be under budget. Cllrs remarked on potential project expenditure which can take up any shortfall.
- (iii) **Cheques ratified;** Ch. No. 1677 Clerk Expenses £38.32, Ch. No. 1678 Clerk Pay award (Backdated 1st April- Sept.) £57.03, Ch. No. 1679 £14.39 Cllr BM (Zoom subs). All agreed.
8. **Highways and Byways Issues**
- (i) **Footpath from the Top of Eastcott lane down to the Railway line update;** Cllr RB had chased and today spoken to Paul Millard (Wiltshire Council Rights of Way) who will chase signs as still ongoing.
- (ii) **EAST16 “Step” update; Action; still showing pending on Wiltshire App , to be chased**
- (iii) **EAST 26 Bridleway/Microlight runway;** Cllr AS has spoken to landowner who has realised that a change of use for planning may be required and assessment with the microlight activity and the bridleway use, they have contacted Paul Millard who is now aware of the situation and will follow up with the tenant undertaking the microlight business. **Action; to review and liaise with Paul Millard.**  
**It was noted there were a number of actions to be followed by with Paul Millard and Cllr RB kindly agreed to follow all these up on the Parish Council’s behalf.** Cllr RB
- (iv) **Parish Steward;** Cllr AS reported on latest areas undertaken including High Street sign repair and strimming at Eastcott Lane. On the next visit “to do list” will include; Kings Road pot holes (although there are a large number and may require additional assistance), Hedge at EAST 33, White Street and layby at top of Oak Lane. Next due date 12<sup>th</sup> Nov (although dates can change). Any items please let Cllr AS know. Some issues with ditches discussed Cllr BM had identified a gully at Oak Lane (but not yet successful with Wiltshire Council). Cllr BB reported issues White Street with tractors driving close to the ditch. Cllr JB will add into the Echoes to remind all landowners adjacent to ditches the duty to keep their vegetation under control and ditches clear from blockages. The leaflet that was produced in the past would be re-issued as required to residents. **Action; Chair to forward letter (scanned) to Clerk to re-type and kept on file for when needed. Cllrs to double check on ownership and requirement issues (historical issue) with the help of the CEC.** Cllr CS/Clerk
- (v) **Parish Gardener;** all going well and to plan, monitored by Cllr AS
- (vi) **Hedge Cutting (leading to Playing Field);** Chair following up. Cllr CS

9. **Projects and Activities Update**
- (i) **Website statistics;** Clerk outlined figures as of 19<sup>th</sup> Oct. 2020; 13 visitors that day, 64 last week last week, 128 visits. Main pages of interest; home page, council members, history of Easterton, your parish council. The more updates we put on the website, the more parishioners might continue to use the website. **Action; Clerk to continue to monitor, Chair to supply text regarding Village Hall recent works.** Clerk
  - (ii) **New Bench for Burial Ground;** ongoing with Chair Cllr CS
  - (iii) **Proposed replacement Notice Board;** Cllr RB outlined all the potential options. After discussion it was agreed a more convenient location would be the wall of the bus shelter (no fixings required within the pavement). Cllr RB to get the price for a hardwood & recycled plastic with opening front, slightly larger width than existing and magnetic if possible. **Action; Cllr RB to circulate options and cost for decision in Nov. Chair also raised the back box (behind the bus shelter) which is near its life end and asked Cllrs for suggestions for a replacement. To also be decided at the Nov. Meeting.** Cllr RB/ALL
10. **Items not on the Agenda for presentation only with no decision;**
- Cllr JB outlined her useful meeting with James Miles-Hobbs regarding potential energy saving projects for the Parish ideas included heat source pumps, air pumps and solar panels. It is likely that grants could still be available as the deadline has been extended. Cllr JB will circulate ideas to Cllr JB
- Next Meeting of the Parish Council at 7.30pm on 16<sup>th</sup> November 2020.**

The virtual meeting closed at 9.22 pm. Gillian Tatum, Clerk to Easterton Parish Council [clerk.easterton.pc@gmail.com](mailto:clerk.easterton.pc@gmail.com) Tel 07979866387 20/10/2020