



**Minutes of the meeting of Purton Parish Council held at Purton Village Hall, Station Road, Purton on Monday 12<sup>th</sup> November 2018 at 7.00 pm**

**Councillors present:** Ray Thomas (Chairman of Council), Helen Hicks, Julie-Ann Hurwood, Sue Mathews, Vicky McKerrow, Jim Reid, Sue Relfe, Emily Seabrook, Grant Seabrook and Elizabeth Wilson.

**Officers Present:** Deborah Lawrence (Clerk)

**Unitary Councillor:** Jacqui Lay

**Members of the Public:** None

225/18 **To accept and receive apologies for absence**

Apologies were received and accepted from Councillors Paul Grigg and Kevin Law.

226/18 **Declaration of Interest**

No declarations were received.

227/18 **Dispensation Request**

None requested or considered.

228/18 **Minutes of Previous Meeting**

The minutes of the Council meeting held on Monday 8<sup>th</sup> October 2018 were considered. It was **Proposed** by Councillor Neil Hooper, seconded by Councillor Grant Seabrook with all those present in favour that the minutes be signed as a true record.

The minutes of the following meetings were ratified :-

Play Area and Recreation Committee minutes 15<sup>th</sup> October 2018

Burials Committee minutes 15<sup>th</sup> October 2018

The following minutes were **Noted** :

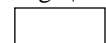
Purton Institute and Village Hall Charity minutes Monday 30<sup>th</sup> July 2018.

229/18 **Co-option of Councillor**

Council considered the co-option of a new Councillor Jim Reid who meets all the legal requirements to be eligible. It was **Proposed** by Chairman of Council Ray Thomas, seconded by Councillor Neil Hooper with all those present in favour to co-opt Jim Reid as Parish Councillor with immediate effect. Jim Reid signed his declaration of office, authorised by the Clerk and duly attended the meeting.

230/18 **Consideration of Committee Structure**

- a) Councillors Emily Seabrook, Grant Seabrook and Sue Relfe requested to join the Finance and General Purposes Committee, and Councillor Sue Relfe also the Burials and Staffing committee. It was **Proposed** by Chairman of Council Ray Thomas, seconded by Councillor Neil Hooper with all those present in favour that these changes be made.
- b) The Chairman of Council, Ray Thomas, advised that if anyone wished to consider joining another committee that they are more than welcome. **Noted.**





231/18 **Councillor Surgery**

The Clerk requested consideration to the continuation of the councillor surgery and their thoughts to its regularly, venue and promotion. After discussion it was **Proposed** by Councillor Neil Hooper, seconded by Councillor Julie-Ann Hurwood with all those present in favour to continue next year but only twice a year and hold at the local PIPS Community Cafe if they were in agreement.

232/18 **Public Question Time**

No members of the public and press were present.

233/18 **Unitary Councillors Report**

Councillor Jacqui Lays report was received and thanks given for the updates. **Noted.**  
The Chairman of Council wished to have an update meeting with Jacqui and the Vice Chairman Neil Hooper in the coming weeks. The Clerk to arrange.

234/18 **Finance**

- a) Income and expenditure sheets for October 2018 were received and **Approved, Proposed** by Chairman of Council Ray Thomas, seconded by Councillor Neil Hooper with all those present in favour.
- b) Council agreed to the transfer of £15,000 from the Nationwide account to meet the Councils expenditure for November. **Proposed** by Chairman of Council Ray Thomas, seconded by Councillor Grant Seabrook with all those present in favour.
- c) Council were advised to consider a formal request from the Institute and Village Hall Charity to fund a full report on the Charity and its sustainability. After discussion it was **Proposed** by Chairman of Council Ray Thomas, seconded by Councillor Neil Hooper with all those present to release funds held by the Council in the reserves for Village Hall Charity to fund this assessment.
- d) Council bank reconciliation for 31<sup>st</sup> October 2018 was duly **Noted.**

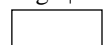
235/18 **Cenotaph**

Council noted the hard work and commitment carried out by volunteers maintain the Cenotaph and the revision to the maintenance of the hedging now carried out by the Grounds team. Chairman of Council further thanked Councillors Neil Hooper, Sue Relfe and Julie-Ann Hurwood for their assistance this year in the road closure.

It was further **Proposed** that the Clerk write to the RBL and thank them for the arrangements and service this year.

236/18 **Purton Youth Club**

- a) Council considered the option of continuation of service for another year at a cost of approximately £7800 (no official increase amount available for hall hire at time of quote). After consideration it was **Proposed** by Councillor Neil Hooper, seconded by Councillor Emily Seabrook with all those present in favour that this service continues for another year.
- b) The format was considered to ensure all those wishing to attend could and it was further **Proposed** by Councillor Neil Hooper, seconded by Councillor Elizabeth Wilson with all those present in favour that the format of either being a resident of Purton or attending one of the two schools in Purton (St Marys or Ridgeway Farm Academy) for the specified age of 8-11 was acceptable criteria.





237/18 **Area Board**

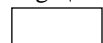
- a) Council reviewed an email regarding the decision to not support the 20mph speed limit request along the Hyde by Councillor Geoff Greenaway. The Council reaffirmed its decision along with Councillor Jacqui Lay who also stated that none of the Committee involved in the decision making were in support of this request. The Council upholds its decision and no change will be made, **Proposed** by Chairman of Council Ray Thomas, seconded by Councillor Neil Hooper with all those present in favour.
- b) Councillors **Noted** the minutes of the RWB & Cricklade Community Policy Group. Councillor Kevin Law advised that due to the change in venue and date of the meetings, he would not be attending or representing the Council in this capacity. The Chairman of Council Ray Thomas advised he would continue as Area Board representative as nominated in May 2018 and if the meeting continued to be held prior to the Area Board he would attend, however he felt the current format did not work with no community liaison taking place within the village.
- c) Minutes of the meeting held on Wednesday 26<sup>th</sup> September 2018 were **Noted**.

238/18 **Neighbourhood Plan**

The Chairman of Council advised that the Neighbourhood Plan referendum that took place on Thursday 1<sup>st</sup> November and was successful in securing the majority vote for acceptance. Official response has been received from Wiltshire Council and once the formalities have been addressed the plan will be adopted and used in conjunction with any development in Purton in the future. Chairman Ray Thomas, advised this was a living document and will be required to be reviewed in the coming years. **Noted**.

239/18 **Planning and Highways**

- a) Council considered the following applications and commented as follows.
  - 18/07714/CLE – Folly Down Farm, Packhorse.** Certificate of lawfulness for use of the land as storage, B1 and B8 use. Comments to be received by 12<sup>th</sup> November. **No objection was raised** on this application however Council stated that this must remain OPEN STORAGE ONLY. **Proposed** by Chairman of Council Ray Thomas, seconded by Councillor Sue Matthews with all those present in favour.
  - 18/09333/FUL – Plain Farm, Lydiard Plain.** Construction of portal framed cattle building. Comments to be received by 7<sup>th</sup> November 2018. (Date extended to 13<sup>th</sup> November 2018) **No objection was raised** on this application. **Proposed** by Chairman of Council Ray Thomas, seconded by Councillor Sue Matthews with all those present in favour.
  - 18/09275/FUL – 4 Willowbrook.** Erect single storey rear extension. Comments to be received by 2<sup>nd</sup> November 2018. (Date extended to 13<sup>th</sup> November 2018). **No objection was raised** on this application. **Proposed** by Chairman of Council Ray Thomas, seconded by Councillor Neil Hooper with all those present in favour.
  - 18//09885/PNCOU – No Parish Farm, Braydon** Notification for prior approval for a proposed change of use of agricultural building to a dwelling house (class C3), and for associated operation development. Comments to be received 19<sup>th</sup> November 2018. **Objection was raised** on this application due to the proposal not meeting Policy “Q” guidelines. **Proposed** by Chairman of Council Ray Thomas, seconded by Councillor Sue Matthews with all those present in favour.
  - 18/10091/FUL – 37 The Hyde.** Single storey rear extension. Comments to be received by 27<sup>th</sup> November 2018. **No objection was raised** over this application. **Proposed** by Chairman of Council Ray Thomas, seconded by Councillor Neil Hooper with all those present in favour.





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- b) The following were considered under delegated powers due to response deadlines and were

**Noted:**

**18/08971/FUL – Huntersbrook House, Hoggs Lane.** Two storey rear extension.

**No Objection** to the extension of agricultural livestock building.

**18/08830/FUL – Lower Farm, Stoke Common Lane.** Construction of a 2-bedroom bungalow as a residential dwelling. **Objection** was raised to the Construction of a 2-bedroom bungalow as a residential dwelling as the applicant has stated that this dwelling will be for residential use in retirement and not for agricultural needs.

**18/09213/FUL – Hayes Knoll Farm, Transport Yard. Hayes Knoll.** Repair of Dutch barn including using same material on the roof, recladding of walls in agricultural style timber boarding rather than corrugated sheeting and change transparent polycarbonate sheeting to glazing. **No Objection** to the repair of existing Dutch Barn including using same material on the roof, recladding of walls in agricultural style timber boarding rather than corrugated sheeting and change transparent polycarbonate sheeting to glazing.

**18/09018/CLE – Lower Farm, Mobile Home, Stoke Common Lane. Purton Stoke.**

The existing mobile home based at Lower Farm being used as residential accommodation.

**Objection** was raised to the existing mobile home based at Lower Farm being used as a residential accommodation.

**18/09524/FUL – 38 Witts Lane.** Proposed single storey extension.

Under delegated powers Purton Parish Council raise **No Objection** to the proposed single storey rear extension.

- c) Applications where permission was granted **Noted.**

**18/05422/FUL – Casa Paolo, Common Platt.** Erection of 2No dwellings and conversion of existing restaurant premises to provide separate self-contained dwelling house. **Approve with conditions.**

**18/06774/FUL – Restrop Farm, Restrop Road.** Erection of a single-storey link between dwelling and ancillary barn. **Approve with conditions.**

**18/07054/LBC – Restrop Farm, Restrop Road.** Erection of a single-storey link between dwelling and ancillary barn. **Approve with conditions.**

**18/07352/FUL – 73 Pavenhill.** Proposed detached garage. **Approve with conditions**

**18/06148/FUL - 9 Pavenhill -** Retrospective minor amendments to workshop/studio (16/11701/FUL) inclusive of: addition of velux windows, installation of WC & window, timber cladding of building instead of render, installation of rear door. **Approve with conditions.**

**18/07946/FUL – 35 Stone Lane, Lydiard Millicent.** Demolition of outbuilding and swimming pool and erection of 1.5 storey outbuilding. **Approve with conditions.**

**18/08015/FUL – Montana House, Pavenhill.** Proposed rear extension. **Approve with conditions.**

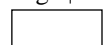
**18/08628/FUL – 9 Hoggs Lane.** Change of use of land from agricultural to residential, the erection of greenhouses, tool shed and compost bins (retrospective) **Approve with conditions.**

**18/07972/FUL – 6 Lower Pavenhill.** Erection of replacement dwelling and garage. **Approve with conditions.**

- d) For information

i) Wiltshire Council Highways October newsletter – previously circulated via email. **Noted.**

ii) Weathercock Stables- for information enforcement letter received, due to lighting installed, not part of the application granted. **Noted.**





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- e) Public Enquiry date – 29<sup>th</sup> January 2019 Appeal 81 dwellings and associated infrastructure with all matters reserved with the exception of access. **Noted.**

240/18 **CAT-G**

Nothing to report due to no meetings.

241/18 **WALC**

Octobers newsletter **Noted.**

242/18 **The Verge, Church Street**

Council **noted** the work had been completed with regards to the planting of the cotoneaster.

243/18 **Rights of Way and Open Spaces**

- a) Council **Noted** the Open Spaces Society draft Strategy for 2019/20 with no comment.  
b) Open Space Autumn brochure available. **Noted.**

244/18 **Policies for consideration**

The Council considered the following policies and all were adopted as follows.

- a) Lone Working Policy – **Proposed** by Chairman of Council Ray Thomas, seconded by Councillor Sue Matthews with all those present in favour.  
b) Reporting of Staff Sickness - **Proposed** by Chairman of Council Ray Thomas, seconded by Councillor Neil Hooper with all those present in favour.  
c) Staff Holiday Policy - **Proposed** by Chairman of Council Ray Thomas, seconded by Councillor Sue Relfe with all those present in favour.  
d) Use of Council Property/Laptop and Email Policy - **Proposed** by Chairman of Council Ray Thomas, seconded by Councillor Neil Hooper with all those present in favour.

245/18 **For Information**

Wiltshire Council Briefing Note 370 – Single Person Council Tax Discount **Noted.**

246/18 **Exclusion of Public and Press**

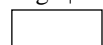
As certain items were expected to include the consideration of exempt information Purton Parish Council RESOLVED that, in accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to in the items listed below, on the grounds that they involve the likely disclosure of exempt information, as defined in the respective paragraph of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

a) **Code of Conduct**

Council were advised that a review of an ongoing matter was now being carried out by Wiltshire Council. Papers were provided and Councillors **Noted** content and agreed to continue with this matter.

b) **Former Youth Club Land – Reids Piece**

Council considered a report with proposed plans including basic per square meter costings received from the Councils commissioned architect with regards to the possible remodelling of the former Youth Club building on Reids Piece into new Council Offices.  
After consideration to the design, layout, usage and changes to Council services in 2020 it was agreed to request permission from the Department of Communities and Local Government via our





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local Wiltshire Association of Local Councils to pursue a loan agreement with the Public Works Loans Board to carry out this process. The loan repayment consideration would be in line with current rental costs paid by the Council for their offices, workshop and associated space (approx. £10,000 per year). This would incur no additional cost to the electorate as this loan would replicate the same cost as currently outlaid, however this facility would give a much needed additional resource that meets all regulations for not only Council but community and also provide an ongoing asset to the Parish. The Chairman of Council Ray Thomas **Proposed** that the Council apply to DCLG via WALC for permission to gain funding, seconded by Councillor Neil Hooper with all unanimously in favour of this action.

There being no further business the meeting was closed at 8.45 pm

Dated .....

Signed.....

