

AVEBURY PARISH COUNCIL

Draft: minutes of an ordinary meeting of Avebury Parish Council held online on Tuesday 3 November 2020.

In these minutes APC stands for Avebury Parish Council, ASSC for Avebury Sports and Social Club, ASSF for Avebury Sacred Sites Forum, AWHS for Avebury World Heritage Site, CAA for Civil Aviation Authority, CATG for Community Area Transport Group, FB for Facebook, MAB for Marlborough Area Boards, NALC for National Association of Local Councils, NT for the National Trust, PC for Parish Council, RoW for Rights of Way, SID for Speed Indicator Device, TRO for Traffic Regulation Order, UKN for Upper Kennet News, WALC for Wiltshire Association of Local Councils, WC for Wiltshire Council and WHS for World Heritage Site.

Present: Mr Stephen Stacey (Chair), Dr Mike Bedford (Vice-Chair), Mrs Maggie Lewis (Vice-Chair), Mr Ben Butler, Mr Mike Daniel, Mr Terence O'Connor and Ms Zandria Service.

In attendance: Miss Liz Moore (Clerk).

Time started: 19:31

Welcome by the Chairman: Cllr Stacey thanked everyone present for attending and extended his thanks to Cllr Bedford for setting up the MS Teams meeting. He also expressed a special welcome to Cllr Service as this was the first time she had been able to attend an online meeting due to previous technical compatibility issues with the meeting software.

1. **Public question time:** no members of the public were present.
2. **Apologies:** Mrs Donna Byatt, Jane Davies (Wiltshire Councillor), Mrs Lynzey Paradise and Mrs Jan Tomlin (General Manager, Wiltshire Landscape).
3. **Declarations of interest:** there were none reported.
4. **Minutes of an ordinary meeting held on 6 October 2020: It was resolved** to accept the minutes as a proper record. Proposed by Cllr Daniel, seconded by Cllr Lewis, and carried unanimously.
5. **Matters arising from the minutes:**
 - a. **Min ref. 7a. Safety measures on A4361 at Avebury Trusloe:** the Chairman confirmed that Jane Davies was working with Steve Hind to ensure consideration was given to reducing the speed limit to 40 mph from the currently proposed 50 mph.
 - b. **Min ref. 7b. Repairs to B4003 West Kennett Avenue:** the Chairman reported that Jamie Mundy (Senior Engineer, Traffic and Network Management) supported implementation of continuous double primrose lines along the Avenue ahead of repairs to the layby and hoped work could start next year. He would also seek to implement occasional enforcement of parking regulations. The Chairman was pleased to report that, as an outcome from a meeting hosted by the National Trust on 27 October, which he had attended as APC's

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representative and at which Cllr Jane Davies had also been present, Cllr Richard Clewer (Deputy Leader and Cabinet Member for Corporate Services, Heritage, Arts & Tourism, Housing and Communities) had said that he would meet Wiltshire Highways to urge implementation of the agreed plan to reduce the layby to accommodate three vehicles only and rebuild and grass the adjacent verges.

- c. **Min ref. 9. WC Consultations:** the Clerk reported that the PC's objection to removal of the 'phone kiosk at West Kennett had been received by Mary Moore (Development Officer, Regeneration Economic Development and Planning), and BT's response should follow in the next couple of months.
- d. **Min ref. 10a. Low flying aircraft:** see appendix 1 for feedback from the Civil Aviation Authority on low flying aircraft and drones.
- e. **Min ref. 10b. Excessive motorcycle noise on the A4361:** Cllr Daniel reported that he, Dr Bedford and the Chairman had met to discuss **1.** The best way to set up the petition **2.** SIDs and **3.** Speed guns. He explained that other parish councils had a similar problem with speeding vehicles and noisy motorcycles through their villages. The PC would need to approach CATG to request a metrocount and, if the evidence showed that the 85th percentile speed was being exceeded, the PC would be able to submit an application to CATG for part funding of a SID. Cllr Daniel added that people caught speeding were sent a warning letter and that after three letters they would be visited by the police. Cllr O'Connor urged the PC to consider the environment as part of the process when implementing solutions to encourage people to drive more slowly, and warned that fines might receive negative press from the public under the current economic climate. He suggested that a policy could include support for lowering carbon emissions, a move towards electric vehicles and encouraging the general public to leave their car at home and walk or cycle more. N.B. WC has pledged to be carbon neutral by 2030. Members discussed the merits of using the PC's speed gun. Cllr Bedford reported that the speed gun had last been used in 2005/6, it needed to be calibrated by the police, and that the PC was in fact limited to its use due to the rules. The rules were displayed on screen as follows:

Newly approved and established groups can propose new sites for use subject to safety approval. Proposing new sites is done by Group Coordinators through the 'Site Wizard'. A 'Site' is defined as a combination of 'a location' and 'a direction'. Some locations are not suited for observation in both direction and consequently only have one site. A new site must adhere to the following criteria:

- a) Potential sites MUST be within the area the group intends to operate.
- b) There must be a clear line of sight of at least 100 metres to the approaching or leaving vehicles in the intended observed direction.
- c) The site must have a safe area of at least 2.5 metres from the edge of the road to allow pedestrian room to pass deployed operators without the need to step into the road.

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- d) CSW activity is not blocking entrance to - or exit from affected properties.
- e) If a proposed site is situated on private land, the owner MUST give their express permission to the use of their land for the purpose of CSW activity.
- f) CSW operators and their activity is clearly visible to drivers of approaching vehicles.

When looking at new possible sites, please bear in mind that the following criteria DISQUALIFY a site:

- a) Site is not in 20mph, 30mph or 40mph speed limit zone.
- b) Vehicles cannot be recorded within 200 meters of the start, end or change in speed limit.
- c) Site is within a newly introduced or revised speed limit (within one year).
- d) Site is within a speed limit which has 'Project' status.
- e) Site is preceded by Vehicle Activated Signs (VAS).
- f) Site within the confines of an area which has a number of identifiable traffic calming measures.
- g) Site identified or located within 1.5 km of a of a mobile camera or static camera enforcement site on the same road

Above excerpt was taken from: <https://www.communityspeedwatch.org/FRONT-Faq.php>

In further discussion, it was acknowledged that the PC could join with other parishes to purchase a SID or loan one and there were technical issues to consider such as a pole to attach it to. Cllr Daniel said that he would research options and pricing for a SID and also ask Cllr Paradise for assistance in putting the petition on the PC's website. Clerk to put the motion to request a metrocount via the area board on the next meeting agenda. Thanks were expressed to Cllr Bedford and Cllr Daniel for their time and effort on transport issues.

- f. **Min ref. 10g. New rubbish bins for the High Street:** the Chairman reported that two Centurion black bins had been ordered, and that the shops in the High Street had very kindly agreed to provide a collective donation towards the purchase of one of the bins. The Clerk confirmed that the unit price per bin was £187.60 and within the funding limit set by the PC at last Council meeting.
- g. **Min ref. 13. Solstice Planning:** the Chairman explained that Cllr Richard Clewer agreed that the way in which some people were treating the Ridgeway was unsatisfactory and had said that he would look carefully at the options. It was the Chairman's view that access gates across Green Street at Manor Farm and at Overton Hill should be locked to prevent vehicular access to the byway when there was a TRO in force (i.e. during the closed season (October to April) and at Summer Solstice) and reported that Manor Farm had indicated their support in principle for the measure.

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- h. **Min ref. 14 Parish Steward Priority Sheet:** it had been noted by the Parish Steward that the WC owned bus shelter on the A361 westbound road had been struck by a vehicle. Cllr Lewis agreed to check and log the issue with WC. Fly tipping was discussed and acknowledged that since lockdown there had been a significant increase in small time fly tipping. WC was generally fast in responding to issues but had not yet disposed of a mattress that had been dumped under the bridge opposite the Wagon and Horse PH, despite several members reporting the issue. Cllr Lewis said that the mattress was in a difficult place to reach and that a grabber might be needed, which was most likely why WC had not yet responded. She said that the community would probably be willing to help dispose of it in the meantime.
6. **National Trust Update:** (previously circulated to members and see appendix 2). The Chairman announced that Jan Tomlin had given her apologies for the PC meeting that night and was intending to be present at the December meeting. He summarized the key points from the update as follows:
- The new lockdown meant that the NT was going back to the same running process as before with limited services on site.
 - The Stone Circle, the main visitor car park and the farmyard toilets would remain open.

He had been invited by Jan Tomlin to meet her superior, Clair Muir, Associate Director, and would report back to the PC in due course.

7. **Planning applications:**

- a. Application for Full Planning at **20 Trusloe Cottages**, Avebury Trusloe SN8 1QZ. Proposal: Single storey rear extension. Ref: 20/08635/FUL. **It was resolved** to support the application. Proposed by Cllr Service, seconded by Cllr Lewis and carried unanimously.
- b. Application for Work to Trees in a Conservation Area at **National Trust Land** adjacent to West Kennett A4 & East Kennett Road, West Kennett SN8 1QF. Ref: 20/09041/TCA. **It was resolved** to support the application. Proposed by Cllr Bedford, seconded by Cllr Butler and carried unanimously.
- c. Application for various Work to Trees in a Conservation Area at **Avebury Manor**, SN8 1RF. Ref: 20/09393/TCA. **It was resolved** to support the application. Proposed by Cllr Bedford, seconded by Cllr Service and carried unanimously.
- d. The Chairman reported that the Clerk had written to the occupants of **15 Trusloe Cottages** in relation to planning application 20/05017/FUL, to point out the disappearance of a tree and to ask whether it had indeed been felled and, if so, why. The applicants had previously confirmed that no tree would be removed in the process of building work.

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8. Project updates:

- a. **Superfast fibre broadband:** Cllr O'Connor thanked Cllr Butler for connecting him to the team who had carried out the BT Openreach surveys and Cllr Paradise for connecting him to the BT WhatsApp group responsible for postcodes outside Bray Street. He reported that SN8 1QR (Beckhampton) was included in the upgrade plans. The High Street and Green Street was classed as an intervention area but was not included in the current upgrade plan. Cllr O'Connor would continue his communications with Broadband Wiltshire and was going to be speaking to BT Openreach about a voucher scheme. Businesses such as the Post Office in the High Street regularly had issues with their broadband connection and it was important that the High Street was included in the upgrade plans. Cllr O'Connor said that the solution was simply to remove the existing copper ducting and replace it with fibre and there were no other issues. Members noted that the government had set a deadline of 2025 for all rural areas to have the option to be connected to fibre. Thanks were expressed to Cllr O'Connor for his helpful report and continued work on the project.
- b. **Permissive footpath along the A4361 Swindon Road:** Cllr Daniel reported that the project was delayed because the landowners had had second thoughts about allowing permissive access across their land. The PC would now need to explore the feasibility of a footpath running on the roadside of the hedgerow. Cllr Daniel said he would need to speak to WC about the safety aspects of such a proposal and would update members at the next meeting.

9. **Local Issues:** Cllr Lewis reported that the mirror at Beckhampton had deteriorated beyond repair and needed replacing. She agreed to revisit pricing (see 3 September 2019 meeting minutes item 12e). Clerk to put issue on next meeting agenda for decision.

10. Play Area:

- a. **Inspection report:** the Chairman confirmed that the inspection report had been received and circulated to members. Although the equipment was declining each year, nothing had been flagged as a safety issue. In response to a specific recommendation, the Clerk would ensure that the required notices are displayed (and also the bench installed).
- b. **Strategy:** the Chairman said that with the support of Cllr Paradise the PC should think about setting a realistic budget. The Clerk suggested that the PC could implement the play equipment gradually and that a zip wire, which was one of the pieces of equipment previously requested by children via the PC's survey, would cater for most ages and cost in the region of £8,000. It was agreed that the Clerk would support Cllr Paradise with the process of sourcing equipment and funding options.

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11. **Parish Steward Priority Sheet:** Cllr Daniel asked whether the request to trim the verge on the left hand side when exiting Rawlins Park had been actioned. The Chairman said that WC had confirmed that the land was owned by the NT and agreed to raise the request at his next meeting. The Clerk raised the ongoing issue of flooding and mud on the byway at Manor Farm and what further action had been taken to address this. The Chairman said that WC did not consider the byway to be a priority as it was not a through road. Both he as the PC's representative and the NT had reported the issue to Cllr Richard Clewer and made him aware that the byway was heavily used by pedestrians and cyclists and that they wanted to encourage both groups to continue to do so. In further discussion it was noted that rain and mud collected at the lowest point of the byway and that a ditch on one side had recently been re-opened by Jonathan Guest to help the water drain away naturally. The Clerk was asked to add cleaning of the WC bus shelters to the list for priority action by the Parish Steward.
12. **Communications:** the Chairman apologised for forgetting to submit headlines to UKN and promised a bumper edition for the December 2020 issue.
13. **Correspondence:** the Chairman reported that the PC had received a copy of a letter sent from **The Avebury Society** to the Director General of the NT regretting the rumour that the Alexander Keiller Museum might close due to redundancies. Jan Tomlin (General Manager, Wiltshire Landscape) had since said that there would be no reduction in the staffing of the museum.
14. **Finance and admin:**
 - a. **Half year internal audit:** in progress.
 - b. **Budget for 2020/21:** draft budget previously circulated to members by email (see appendix 3) and noted that the balance at bank on 30 September 2020 was £32,196.04. The Clerk reported that the budget was not yet balanced but she needed Councillors to think about any items / projects they wished to include for next financial year such as purchase of a SID. A revised and finalized budget would then be presented at the next meeting for approval.
 - c. **It was resolved** to ratify the PC's response to a government consultation entitled '**Planning for the Future**'. Proposed by Cllr Lewis, seconded by Cllr Service and carried unanimously. See appendix 4. The Chairman explained that the government had adjusted existing planning methodology to allow developers to develop land more quickly.
 - d. **Donations to charities:** decision deferred to next meeting as members felt that they needed a better understanding of the PC's principles for offering donations. It was noted that £190 was available in the budget. Clerk to email members with a list of charities that the PC had previously supported, a list of those requesting financial assistance that year, and the PC's Policy on guidelines for grants and donations. It was additionally noted that the policy had been last reviewed on 4

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March 2015 and needed updating in light of the COVID-19 pandemic. It was agreed that the Clerk with the assistance of another Councillor should review and update the document and it was suggested in her absence that Cllr Byatt might be willing to lend a hand.

- e. **Cheques for payment and ratification: it was resolved** to ratify the following cheques that had been raised in between meetings: Proposed by Cllr Service, seconded by Cllr Daniel, and carried unanimously.
- i. Dr Mike Bedford: reimbursement of tax incurred on the Clerk's October salary, and paid to HMRC via internet. £3.20
 - ii. Mrs K A Fry: website technical support 3 hours, and hosting package from 4 April 2019 – 5 October 2020 £189.38
 - iii. Playsafety Ltd: Annual inspection of the Play Area at Avebury Trusloe (includes VAT) £82.20
 - iv. WALC: Website Accessibility webinar 1x delegate (includes VAT) £18.00
 - v. Miss E. Moore: October invoice including expenses £477.95

Members noted that Kate Fry had chosen not to invoice the PC for previous years' hosting and expressed warm appreciation for her very kind gesture.

15. **Date of next meeting:** 7:30pm on Tuesday 1 December 2020.

16. **Any other business:**

- a. The Clerk reported that in the absence of a police report it was worth noting that the UK terrorism threat level had been raised to severe that very day. This means that people should see more visible policing across the country.

The meeting closed at 20:58.

Appendices:

1. Feedback from the Civil Aviation Authority – see email dated 13 October 2020
2. National Trust Update – November 2020
3. Draft Budget for 2020/21
4. PC's response to a government consultation entitled 'Planning for the Future'