

## Avebury Parish Council

Draft: minutes of an ordinary meeting of Avebury Parish Council held on Tuesday 5 October 2021 at the Social Centre, Avebury SN8 1RF.

*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, CATG for Community Area Transport Group, FB for Facebook, MAB for Marlborough Area Boards, NT for the National Trust, PC for Parish Council, RoW for Rights of Way, SID for Speed Indicator Device, UKN for Upper Kennet News, WALC for Wiltshire Association of Local Councils, WC for Wiltshire Council and WHS for World Heritage Site.*

**Present:** Dr Mike Bedford (Vice-Chair), Mrs Maggie Lewis (Vice-Chair): chairing the meeting that night, Mr Ben Butler and Mrs Lynzey Paradise.

**In attendance:** Miss Liz Moore (Clerk): online

Time started: 19:31

1. **Public question time:** Mrs Jan Tomlin (General Manager, Wiltshire Landscape) was present for the meeting: up to and including item 9. There were no questions asked.
2. **Apologies:** Councillors Stephen Stacey (Chair), Donna Byatt, Mike Daniel and Zandria Service. Jane Davies (Wiltshire Councillor) had also given her apologies.
3. **Declarations of interest:** Cllr Butler declared an interest under item 7.a as the applicant providing information on a planning application to be submitted to WC.
4. **Minutes of meeting held on 7 September 2021:** subject to one spelling correction at item 2 from 'Lyndzey' to 'Lynzey' [proposed by Cllr Lewis and seconded by Cllr Paradise], **it was resolved** to accept the minutes as a proper record of the meeting. Proposed by Cllr Bedford, seconded by Cllr Butler and carried unanimously.
5. **Matters arising from the minutes:**
  - a. **Min ref. 6 Membership:** in discussion, members felt that they still needed more time to interest people in the role of Parish Councillor. Jan asked whether it would be helpful to the PC if one of her team joined the Committee. It was noted that this might be an option. The Clerk read out the qualifications to be a Councillor as follows:
    - ✓ A person is qualified to be elected and to be a councillor if they are a British, Commonwealth, Irish or European Union citizen and on the relevant day (that is, the day of nomination or election) they are 18 or over.
    - ✓ In addition, the person **must meet at least one of the following criteria:**
      - On the relevant day and thereafter they continue to be on the electoral register for the parish, or
      - During the whole of the twelve months before that day they have owned or tenanted land or premises in the parish, or
      - During the whole of the twelve months before that day their principal or only place of work has been in the parish, or
      - During the whole of the twelve months before that day they have resided in the parish or within 4.8 kilometres (three miles) of it.

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**It was agreed** to better communicate the vacancy to the community and to highlight the importance of this voluntary role by placing an advert on the PC's Facebook and WC Community Matters on-line noticeboard. A decision on who to co-opt to the seat was deferred to the 2 November meeting.

6. **Membership:** covered under 5a.

7. **Planning applications:**

- a. Pre-consultation / information on proposed planning application for conversion of barns to holiday lets at **Manor Farm, Avebury Trusloe:** Cllr Butler explained that for transparency, he would like to provide an outline of his plans ahead of submitting the physical planning application to WC. He said that due to a loss in farming income in recent years it was essential for the family to diversify the business in order to survive. One of the options that they had been researching was to restore and convert former grain store buildings situated opposite the Play Area, into holiday lets. Pre-consultation guidance he'd received from WC in December 2020 advised that any new development should focus on restoring the old buildings back to their original position in order to preserve the street scene. Cllr Butler said that he had photographs of the site dating back to 1882 and 1940s / 50s that would be used to inform the design. The following points were noted:

- The original brickwork would be preserved.
- There would be six single storey units.
- The existing access would remain to ensure disability compliance; there would be a new separate access to the other units.
- The current on-site building mass would be greatly reduced as the proposed units were going to be single storey.
- The units would be private and discrete, and set within landscaped gardens.

In further discussion, members were sympathetic to the proposal as it was recognized that holiday lets and provision of B&B was currently the way forward for a lot of farmers and, on a more serious note, members recognized that farming would be lost if businesses failed to adapt. Although two businesses currently rented the barn, it was noted that creation of the holiday lets would create employment opportunities for local people as well as custom for the various village businesses. The Vice-Chair thanked Cllr Butler for taking the time to consult the PC on his plans. Cllr Butler said that he was planning to submit the application to WC in November.

Jan Tomlin reported that there was a **second iteration of the Red Lion PH's planning application** and due to issues receiving the documentation from WC the NT had requested an extension to 15 October 2021. The Clerk said that she had not received notification about the revised plans from the WC Planning

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Department and would contact them to make them aware of this and to also request an extension to 15 October.

8. **National Trust:** update received: see appendix 1. Jan summarized on the NT's plans for their winter season, and it was noted that the Avebury community was going to be invited to a **Christmas pre-view event** at the Manor on 18 November 2021. The High Street toilets would be closed from 31 October – 26 March and members of the public should use the ones located in the main farmyard / barn location. In addition, Jan reported that the first camping provided by the NT for Equinox was very well received. She said that the NT wished to **1. facilitate believers 2. eliminate rogue / fly camping**, and that the NT was committed to providing the camping facility for the foreseeable future. Members were invited to ask questions and the following points emerged:

- **Camper vans are not permitted overnight** in any of the NT's car parks and the NT doesn't encourage them in the day as they pose a safety concern due their bulk / mass. Also, the NT could lose their license should WC find campervans overnight in either the main car park or the high street car park.
- **The High Street car park is not for visitors.** The car park is provided for residents, for people with mobility issues (those that hold a valid disability badge), and for those working in the Community Shop or attending a Church service.

Cllr Lewis (Vice-Chair) thanked Jan for providing the NT's update to the PC.

9. **Project Updates and WC Consultations for discussion and response:**
- a. **SID Project:** the Clerk reported that the Chairman had informed Martin Cook (WC Highways) that the PC had formally approved Ringway's quotation. The PC was now awaiting further paperwork from WC and a date for the work to be done.
  - b. **Avebury Chapel:** it was noted that a partnership proposal between NT and APC to run Avebury Chapel was discussed with interested parties at a meeting at the Chapel on 20 July. A follow up meeting was planned for Wednesday 3 November.
  - c. **Play Area:** Cllr Paradise summarized further work that she had done on getting outline quotations from various suppliers (quotations were tabled). She said that some of the suppliers had been very good at separating the costs out, whilst others had not. She had eliminated the idea of a high tower due to safety concerns and teenagers potentially using it as a meeting place. Instead, she had concentrated on researching pricing for a timber trail, zip wire and basket swing. In discussion, members felt that a basket swing might not be necessary as the existing swings were adequate and so this item could be removed to keep the costs down. Overall, a ball park figure of about £31,000 for equipment and installation would be realistic. It was agreed that members should now research funding options; with the MAB being top of the list.

Jan Tomlin left the meeting as she had other work to attend to.

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### 10. Reports by PC Representatives for CATG, WHS Steering Committee and Avebury Sacred Sites Forum.

- a. **CATG meeting 16 September 2021:** [the meeting had been attended online by the Chairman]. Cllr Lewis read out section 5.b and 5.d of the CATG report and it was noted that there was snail-like progress on implementing the A4361 speed restriction and primrose lining on the B4003. The proposed 50mph speed limit on the A4361 (in favour of a lower limit) was unlikely to be upheld and that due to budget limitations at WC the work would not be implemented before spring 2022. Next meeting 9 December.
- b. **WHS Steering Committee:** report by Cllr Byatt received that day. Discussion deferred to next meeting agenda.
- c. **Avebury Sacred Sites Forum:** Cllr Lewis had attended the meeting on 2 September. She reported that Peter Oliver (NT) had since sent out an email to confirm that NT would be providing camping for Samhain as requested by the community, and they would run from 10am on Saturday 30 October until 2pm on Tuesday 3 November 2021. The next ASSF meeting was on 11 November and members asked for summer Solstice arrangements for parking to be included on the agenda. Cllr Paradise stressed that having a window sticker instead of the usual residents parking permit would be far simpler and less administration for her and other members. The PC was bound by WC Highways rules and regulations and so the idea would need further investigation.

### 11. Local Issues:

- a. **Road traffic accidents at Beckhampton:** it was noted that there were ongoing issues involving traffic turning right onto Grange Barrow at Beckhampton and that the Charltons (of Beckhampton Stables) had put up some temporary warning signs. In addition, they had reported two recent car crashes; one was involving a sports car accelerating from the roundabout onto the A4. Two parked vehicles belonging to stables staff were damaged. Members discussed solutions that might be effective in improving safety in the short term. **It was agreed** that the PC write to WC to request double white lines up to the ghost turning.
- b. **Signage:** members felt that general business signage was on the increase. In discussion, it was felt that the PC should have a policy to communicate the WHS Management Plan's objectives of limiting signage in the WHS and then advertise the guidelines. It was noted that signage on private land was not the responsibility of WC but that there was a time limit for signage erected on highway land by agreement with WC.
- c. **Notice Boards:** Cllr Lewis reported that a volunteer in the Community Shop who lived at Rawlins Park had offered to sand and varnish the shop notice board that was owned by the PC. It was agreed to accept the kind offer and that expenses for materials should be submitted to the Clerk.
- d. **Degraded road surface on A4361 south of Nash Road:** N.B. this item was discussed at the end of the meeting as it had been missed off earlier discussions under local issues. It was noted that the road surface was not due for resurfacing before 2025 but that Martin Cook (Area Highway Engineer, WC) had offered to

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have the worst parts of the delamination repaired before then. **It was agreed** that the road should be repaired as a matter of urgency. Clerk / Chair to write to Martin Cook.

12. **Parish Steward Priority Sheet:** the Clerk reported on some of the priority jobs that the Parish Steward had been asked to carry out in October. The full list is as follows: clear drainage gullies along the High Street especially adjacent to the Social Centre, cut back foliage from trees overhanging road sign approaching Beckhampton roundabout (when travelling west on A4), clear stinging nettles from the footpath between Bray Street and Big Arch plus nearer the High Street along the NT fence line, cut back a tree in the layby at West Kennett and clean and de-weed the bollard / crossing point in the middle of the A4 near the Waggon & Horses PH.
13. **Communications:**
  - a. Headlines had been submitted to UKN for the October edition.
  - b. It was agreed to set a date for the annual Village Meeting for the end of April (week beginning 25 April) and to host the meeting at ASSC. The village meeting will be an exhibition aiming for a more proactive, inclusive format where residents are encouraged to take ownership of problems. **Action:** Cllr Paradise to check room availability with ASSC.
14. **Correspondence:** the Clerk reported:
  - a. **Community First AGM** was to be held online at 6pm on Wednesday 6 October 2021.
15. **Finance and admin including:**
  - a. **Training:** members were not aware of any new training currently available via WALC and they needed more time to consider the online conferences being run by IGPP Institute of Government & Public Policy.
  - b. **It was resolved** to formally approve Cllr Margaret Lewis as a cheque signatory (as requested by HSBC). Proposed by Cllr Bedford, seconded by Cllr Paradise and carried unanimously.
  - c. **Review of Asset Register:** (document previously circulated to members and see appendix 2). It was noted that several items had been added including the SID, nine new planters, a road mirror and pole, and two triangle junction signs. **It was resolved** to receive and adopt the updated Asset Register. Proposed by Cllr Lewis, seconded by Cllr Butler and carried unanimously.
  - d. **Review of Financial Risks:** (document previously circulated to members and see appendix 3). **It was resolved** to receive and adopt the updated Financial Risk Assessment. Proposed by Cllr Paradise, seconded by Cllr Bedford and carried unanimously.
  - e. **Cheques for payment: it was resolved** to approve the following cheque payment for Clerk's expenses. Proposed by Cllr Paradise, seconded by Cllr Lewis.
    - i. Miss E Moore: Clerk's expenses for August and September 2021 £69.40
16. **Date of next meeting:** 7:30pm on Tuesday 2 November 2021 at the Social Centre.

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Members requested that the PC reconsider lighting a beacon for the **Queen's Platinum Jubilee** on the 2 June 2022. Cllr Paradise said that there was a beacon available and that it could be put on the Sports Field. **Action:** Clerk to put request on next meeting agenda.

The meeting closed at 21:31

### **Appendices:**

1. National Trust Update – October 2021
2. Asset Register dated 5 October 2021
3. Financial Risk Assessment dated 1 October 2021