

Avebury Parish Council

Draft: minutes of an ordinary meeting of Avebury Parish Council held on Tuesday 6 September 2022 at the Social Centre, Avebury SN8 1RF.

In these minutes APC stands for Avebury Parish Council, AONB for Area of Outstanding Natural Beauty, ASSC for Avebury Sports and Social Club, AWHS for Avebury World Heritage Site, CES for Community Exhibition Space, FB for Facebook, MAB for Marlborough Area Boards, MOU for Memorandum of Understanding, NT for the National Trust, ONS for the Office for National Statistics, PC for Parish Council, RoW for Rights of Way, SID for Speed Indicator Device, SWAST for South Western Ambulance Service Foundation Trust, UKN for Upper Kennet News, WALC for Wiltshire Association of Local Councils, WC for Wiltshire Council, WHS for World Heritage Site.

Present: Mrs Maggie Lewis (Vice Chair), Mr Ben Butler, Mrs Donna Byatt and Mr Robert Parker.

In attendance: Miss Liz Moore (Clerk).

Time started: 19:30

- 1. Public question time:** there was one member of the public present for all or part of the meeting. The following questions were raised: **1.** was the SID fully operational as it was the opinion of the member of the public that the warning / reminder sign seemed to be less bright? Members said that they were not aware of any issues but would keep an eye on it as new batteries had recently been installed. **2.** what was the information in the WC notice displayed on the Avenue? It was noted that this was the proposed Traffic Regulation Order (TRO) for the PC's request for new primrose double lining along the road surface. The Clerk said that she would email a copy of the notice to the resident. **3.** why were there lots of vehicles camping on the Ridgeway? In discussion, it was noted that vehicular access to the Ridgeway was prohibited during certain times of the year (TRO applies 1 October to 30 April every year) and that WC was responsible for enforcement. It was agreed that the Clerk contact Matthew Perrott (Highways Engineer) to notify WC about the issue of vehicles camping (overnight) on the Ridgeway. The resident stated that he would like to know WC's position on protecting the Ridgeway.
- 2. Apologies:** Councillors Stephen Stacey (Chairman), Dr Mike Bedford (Vice-Chair), Mike Daniel, Lynzey Paradise and Zandria Service. Apologies also received from Jane Davies (Wiltshire Councillor), Eva Stuetzenberger (Visitor Operations & Experience Manager National Trust Wiltshire Landscape) and Janet Tomlin (General Manager, National Trust Wiltshire Landscape).
- 3. Declarations of interest:** there were none.

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4. **Minutes of meeting held on 5 July 2022: it was resolved** to accept the minutes as a proper record of the meeting. Proposed by Cllr Butler, seconded by Cllr Byatt and agreed unanimously.
5. **Matters arising from the minutes:**
 - a) **Min ref 1. Public question time:** the Vice-Chair reported that an email had been received from Peter Binley (Interim Director of Highways and Transport) to confirm that the Local Highway Manager would allocate some additional time for Avebury, and extend the Parish Steward's visit to a day as from the autumn programme. **This meant that the current allocation of 4 hours per month would be extended to 8 hours.**
6. **National Trust update:** it was noted that the NT update had been previously circulated to members by email (see appendix 1). The Chairman was currently away and so the Vice-Chair had attended the monthly meeting with the NT. She read out the main points from the update which included road safety concerns. In discussion, members said that they were very aware and concerned about the increased footfall from the ASSC / pay and display car park to the Henge / village centre. **It was agreed** that the Vice-Chair and Chairman write to ASSC to raise PC and NT road safety concerns as detailed, and ask them to take some action. It was noted that the NT would like the PC to consider a proposal to set up a Commercial/Business group, consisting of local businesses, as a forum to discuss upcoming events and anything that impacts local businesses. Members were in favour of the forum and Cllr Byatt who runs Elements Shop said that she looked forward to being a part of the group [please highlight soup / lunches being run from the Social Centre]. A member of the public requested that the PC raise with the NT an incident of trespass / camping that had occurred in the NT Beech Copse that runs along the southern edge of Rawlins Park. He asked whether they could erect signage making it clear that camping is not allowed, and if there was an out of hours contact for the NT. The Vice-Chair said that she would email Peter Oliver (Countryside Manager) to communicate the resident's concerns.
7. **Planning applications:** it was resolved to receive and accept the minutes of the Planning Committee meeting held on 12 July 2022 as an accurate record (previously circulated to members and see appendix 2). All agreed.
8. **Project Updates:**
 - a) **Speed Indicator Device:** members noted that the SID was being left in-situ until the start of October and then it would be moved to the southern location near ASSC. The Clerk reported that she had ordered two new batteries (£210.60 including VAT) from Westcotec Ltd as the original ones had failed due to a technical issue with charging them and they were no longer in the warranty period. Cllrs Daniel and Paradise were not present that night which meant that an update on the SID data was deferred to next meeting.
 - b) **Chapel Project / exhibition space:** written updates by Cllr Stacey including a note about the lease and the final draft copy of the lease had been previously circulated to members (see appendix 3). Excerpt from the note: 'This note

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accompanies the draft lease, which the parish council is recommended to accept and sign. The lease allows use of the chapel for 'A Living Landscape' for three years from 1 October 2022. The lease is very similar to the one we saw and liked in February, which was itself much the same as the licence originally proposed by the Trust last autumn. The version in front of you was first proposed at the beginning of August; this is the sixth – and final draft...' In discussion members were content with the contents of the lease. **It was resolved** that on behalf of the PC the Clerk sign the final copy of the lease for the Chapel. Proposed by Cllr Byatt, seconded by Cllr Parker and carried unanimously. [The lease was signed that night with a member of the public as witness].

- c) **Play Area:** the Clerk reported that the data for household estimates by age group from the 2021 Census for the Parish of Avebury was not yet available from the ONS. In the absence of Cllr Paradise, item was deferred to next meeting agenda.
- d) **To set a date for a Transport Group meeting:** the Clerk confirmed that she was working with Cllr Bedford to set a date for the meeting.

9. Local Issues:

- a) **High Street Planters:** deferred to next meeting agenda.
- b) **Display Board of the Great Chalk Way:** the Vice-Chair reported that the Ramblers Association was looking for a suitable location to install an information board detailing the route of the Great Chalk Way. A colour picture of the map was tabled. Members agreed that the Chapel would be the ideal location.
- c) **Flooding:** the Vice-Chair said that she had witnessed the road flooding on the corner opposite the Red Lion PH. She explained that this had happened after the recent dry weather but might indicate a drainage issue. Another foreseeable problem was the ditch along AVE22; it had become choked with undergrowth and concerns had been raised about its ability to act as part of the drainage system.
Action: the Vice-Chair would email Martin Cook (Area Highway Engineer) for advice.

10. SWAST Defibrillator Scheme: the Vice-Chair reported that the new rental agreement (MOU) for the PC's existing defibrillator scheme had been signed and returned to SWAST. She said that she was hopeful that the PC would receive a further donation from the Postmen's cake sale to help fund the additional defibrillators for Beckhampton and Rawlins Park. It was noted that Rawlins Park had recently been sold to new owners. The Vice-Chair offered to contact them to see whether they would be amenable to housing a defibrillator on their site. She explained that guidance had changed and defibrillators could now be 400 metres away from the target location.

11. Parish Steward Priority Sheet: in discussion it was noted that the Parish Steward had completed strimming and filling of pot holes. Members requested that for his next visit he check all gullies and grips to ensure they are free flowing.

12. Communications and Correspondence: the Clerk reported:

- a) Free fraud safety webinar 7pm 8 September 2022

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13. Finance and admin including:

- a) **Banking arrangements:** the Clerk explained the process that HSBC in Devizes had stipulated for updating the signatories and setting up on-line banking. In discussion, members felt that further consideration was needed as it might be easier to open a new bank account. Item deferred to next meeting when more members would be present.
- b) **Upcoming training:** it was noted that the PC had been sent a training schedule from WALC. Leaflets were tabled on Civility and Respect Training. Delegate fees ranged from £15 - £30. Action: Clerk to email members with the booking link.
- c) **Review of Emergency Plan:** the Vice-Chair said that she had needed to reschedule her meeting with Judy Farthing (Civil Emergency Volunteer) to review the plan. Plus an update on the location and stock levels of the salt bins was due to be sent to WC and, would be actioned in due course. Item deferred to next meeting agenda.
- d) **Cheques for ratification: it was resolved** to ratify the following cheque payments. Proposed by Cllr Parker, seconded by Cllr Butler and carried unanimously.
 - (i) SWAST: renewal of defibrillators x3 from 1 July 2022 for four years (including VAT) £4,560.00
 - (ii) Miss E. Moore: overtime and expenses for the period 22 June – 21 July 2022 inclusive. £206.13
 - (iii) Miss E. Moore: expenses only for the period 22 July – 21 August 2022 inclusive. £57.54

14. Date of next meeting: 7:30pm on Tuesday 4 October 2022

The meeting closed at 21:10

Appendices:

1. National Trust Update – September 2022
2. Minutes of Planning Committee meeting held on 12 July 2022
3. Chapel Exhibition Update by Cllr Stacey and final copy of the Lease (version 6.02)