

## Avebury Parish Council

Draft: minutes of an ordinary meeting of Avebury Parish Council held on Tuesday 7 December 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, HIRF for Highways Improvement Request Form, KV PC for Kennet Valley Parish Council, 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, WHS for World Heritage Site and WHSSC for World Heritage Site Steering Committee.*

**Present:** Mr Stephen Stacey (Chair), Dr Mike Bedford (Vice-Chair), Mrs Maggie Lewis (Vice-Chair), Mr Ben Butler: online, Mrs Donna Byatt, Mr Mike Daniel and Ms Zandria Service: online.

**In attendance:** Miss Liz Moore (Clerk): online from item 9 onwards due to technical problems connecting to the Social Centre Wi-Fi.

Time started: 19:35

1. **Public question time:** there was one member of the public present; Howard Waters of Mathewson Waters Architects LLP, was present up to and including item 7b.
2. **Apologies:** Councillor Lynzey Paradise.
3. **Declarations of interest:** none declared.
4. **Minutes of meeting held on 2 November 2021:** it was noted that there was one correction to the draft minutes at item 5c: the meeting year should be changed from 2021 to 2022. Subject to one amendment **it was resolved** to accept the minutes as a proper record of the meeting and all agreed.
5. **Matters arising from the minutes:**
  - a. **Min. ref. 6b Membership:** it was noted that several people had expressed an interest in the role of Parish Councillor but none was present at the meeting that night. **Action:** co-option was deferred to APC's meeting on 1 February 2022.
  - b. **Min. ref. 9b Defibrillator for Beckhampton:** it was noted that a cheque for £745 had been received from the community and banked. The PC would earmark the money to go towards a defibrillator for Beckhampton.
  - c. **Min. ref. 11e Parking in Avebury Trusloe:** it was noted that a speed limit review should happen at the same time as the refurbishment of the Play Area.
6. **Membership:** see item 5a.
7. **Planning applications:**
  - a. **It was resolved** to accept the draft minute of the Planning Committee meeting held on 24 November 2021 (previously circulated to members and see appendix 1). Proposed by Cllr Lewis, seconded by Cllr Daniel and all agreed.
  - b. Householder planning permission for a replacement garage at **Bannings**, Bray Street, Avebury SN8 1RA. Ref: PL/2021/10517. The Chairman warmly welcomed Mr Howard Waters to the meeting and explained that he was representing his clients Mr and Mrs Daley, and would be happy to answer any questions raised by the PC that night. In discussion, it was noted that the space above the garage was going to be used as storage. Also, there were no privacy issues as the

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replacement garage was about 60 feet away from the neighboring property. There was discussion about the ridge height and it was agreed that the proposal was suitable given the appropriateness of the roof covering. Members were content with the proposal. **It was resolved** to support the application. Proposed by Cllr Byatt, seconded by Cllr Daniel and all agreed.

- c. Application for consent to display an advertisement at **Land at National Trust Car Park** Beckhampton Road Avebury SN8 1RF. Proposal: relocation of visitor welcome and orientation panel (to replace existing poster panels) and installation of 4 no. interpretation panels on main visitor route from National Trust car park at Avebury. Ref: PL/2021/10084. **It was resolved** to support the application. Proposed by Cllr Daniel, seconded by Cllr Lewis and all agreed.
8. **National Trust:** update previously circulated and see appendix 2. The following points were raised:
- a. It was noted that the NT was not providing camping for Winter Solstice. Cllr Lewis stressed that the PC must become more proactive with the planning for **summer Solstice**. **It was agreed** that Cllr Service's paper presented earlier in the year was a good starting point for a more proactive stance.
  - b. The Chairman reported that he had attended an on-site meeting on the plans for the **informal layby on the B4003** with Briony Clifton (NT Assistant Archaeologist, Stonehenge and Avebury WHS), Steve Hind (WC Highways), Martin Cook (WC Area Highway Engineer), Cllr Dr Mark McClelland and Jane Davies (Wiltshire Councillor). **N.B.** It had been subsequently confirmed at the CATG meeting on 9 December that a meeting would be scheduled for January 2022. The objective was for stakeholders to review methodology (agreed by all in January 2019) for reshaping the lay-by and adjacent verge as WC had decided that the previous solution was too expensive.
  - c. The NT had indicated that they are unlikely to grant a licence to **Race to the Stones** in 2023 as they had concerns about the event evolving into something that was too big and too commercial.
  - d. The Chairman reported that the NT had registered concerns, first raised by the contractor emptying the waste bins, about **dog waste going into ordinary litter bins**. The Chairman said that KVPC had kindly offered to provide details of their dog waste bin collection service. In discussion it was agreed that the PC ought not to be the sole provider of additional bins and that burden-sharing with commercial operations benefitting from high visitor numbers should be explored. **Action:** discussion on the provision of receptacles for dog waste was deferred to 1 February 2022 meeting agenda.
9. **Project Updates:**
- a. **SID Project:** Cllr Daniel reported that he was still waiting patiently for Ringway (WC's contractor) to contact him and to be given a date for the work on installing the footings for the SID. The Chairman said that he had raised the issue of the delay with Cllr Dr Mark McClelland (Cabinet Member for Transport, Waste, Street Scene and Flooding) and would also raise it with Cllr Jane Davies (Wiltshire Councillor). It was noted that Cllr Paradise had reported she had downloaded the

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software app and was ready to start collecting the data from the SID once installed.

- b. **It was resolved** to approve the HIRF form (requesting double white lines at ghost turning on the A4 into Grange Barrow) for submission to CATG on 9 December 2021. Proposed by Cllr Lewis, seconded by Cllr Bedford and all agreed.
- c. **A4 presentation to Danny Kruger MP:** the Chairman reported that he had attended a meeting along with Cllr Jayne Webb (Chair, KVPC), Cllr Peter Morgan (Chair, Preshute PC) and Cllr Jill Turner (Chair, Transport Group KVPC) to present to Danny Kruger MP the **A4 traffic calming project** designed by Atkins in 2015 and a proposal to implement them. The group had stressed the need to interest central government in the project as it was unlikely that Wiltshire would ever have funds for it. Danny Kruger MP had undertaken to bring the initiative to the attention of the Secretaries of State for Transport (DfT) and Culture, Media, and Sports (DCMS).
- d. **Avebury Chapel:** the Chair explained that he had received good engagement from potential exhibitors and the focus was to get the space up and running by April 2022. The next meeting was planned for February with the objective of agreeing a draft licence, which he anticipated being able to bring to the APC meeting on 1 February.
- e. **Play Area:** it was agreed to set the meeting date to share ideas with the Parish for **7pm on Tuesday 25 January 2022** with reserve dates of 2/3 February, dependent on room availability at ASSC.

### 10. Reports by PC Representatives:

- a. **WHS Steering Committee:** the Chairman had attended the meeting and prepared a report / his comments on the WHS Governance Review that had been discussed at the meeting held on 26 November 2021 (previously circulated to members). It was not possible for the PC to ratify the report as members would need more time, and to view the full report from the WHS Steering Committee that was due to be sent to all stakeholders. It was noted that Emma Sayer was the new Chair of the WHSSC.

### 11. Parish Council Budget and to set the precept for 2022-2023: (previously circulated to members and see appendix 3). The following points were noted:

- i. Estimated income was £20,032 and revised expenditure £32,205, including using PC's reserves.
- ii. The budget line for play area expenditure was £15,000 as this was the lead project for the year.
- iii. Renewal of the defibrillator package and a new MOU for four years was due in July 2022 at an estimated cost of £2,850.
- iv. £1,000 had been proposed by the Chair as a donation towards the community exhibition space in the Chapel.
- v. **Setting the precept at £14,532** would result in no increase in the PC part of the Council Tax Bill.

In discussion members felt that it was important not to raise the PC precept under the current economic and social climate. **It was resolved** to approve the

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final draft budget for 2022/2023 and set the precept at £14,532. Proposed by Cllr Daniel, seconded by Cllr Bedford and all agreed.

12. **Local Issues:** leaf sweeping see item 13.
13. **Parish Steward Priority Sheet:** it was noted that the Parish Steward was now on road gritting duties for the winter months but that he had offered to fit in any urgent highway works if he had time. Members agreed that the Parish Steward should be asked to remove the leaves that had accumulated on the footpath from Church Walk to the pumping station.
14. **Communications and Correspondence:** the Clerk reported that headlines from the previous meeting had been submitted to UKN and correspondence that was relevant to the community had been published on the PC website or FB page. It was agreed that the Chairman should mention in the next headlines that **the PC was due to discuss a signage policy at the 1 February meeting**. Several members said that they had received comments about the small A-board at Beckhampton roundabout, the large trailer sign in Silbury Hill car park, the no overtaking signs on the verge outside Beckhampton Stables, and the two signs adjacent to the A4 that read 'The Farm at Avebury'. The latter was advertising the B&B run by Galteemore Farm at Beckhampton. In discussion, the following points emerged:
  - a. Many new small businesses have been struggling during the pandemic and that may be one of the reasons why signage has proliferated.
  - b. The Chairman said that he had advised Beckhampton Stables to erect their no overtaking signs on their land given Wiltshire Council's reluctance to put up formal road signage.
  - c. Members felt that the B&B signage was misleading as the accommodation was in Beckhampton not Avebury and there was a question as to whether permission to erect the signage had been sought from WC as the PC had not received notification.
15. **Finance and admin including:**
  - a. **Clerk's annual appraisal:** the Chairman reported that the Clerk's appraisal had been carried out on 24 November 2021 and the PC was pleased with the work that she did on behalf of the community. The Clerk had confirmed in writing to Cllr Bedford that she wished to continue to opt out of the government pension scheme.
  - b. **Half year internal audit:** the Clerk reported that the internal audit had been completed by Jamie Guy on 24 November 2021 and a clean audit report had been given. The Chairman thanked her for the very efficient way in which she kept the books.
  - c. **Draft Signage Policy:** the Chairman explained that he had originally prepared a signage policy in 2019 and this was the version that had been sent to members (see appendix 4). No further action had been taken on the policy because at the time the PC had set up a working group to review signage, and then that had been overtaken by work on the planters. It was agreed that further discussion

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was needed to ensure the policy met the community's needs (see item 14).  
Signage Policy deferred to 1 February 2022 meeting.

- d. **Cheques for payment: it was resolved** to pay the following cheque payments.  
Proposed by Cllr Bedford, seconded by Cllr Lewis and all agreed.
- i. CPRE: annual subscription £50.00
  - ii. UKN: annual donation towards advertising costs £120.00
- e. **Cheques for ratification: it was resolved** to ratify the following cheque payments. Proposed by Cllr Byatt, seconded by Cllr Daniel and all agreed.
- i. Miss E. Moore: overtime and expenses for the period 22 October – 21 November 2021 £142.80
  - ii. Wiltshire Citizens Advice Bureau: donation £50.00
  - iii. The Bobby Van Trust: donation £50.00
  - iv. Mr Jamie Guy: half year audit for 2021/2022 accounts £75.00

16. **Date of next meeting:** 7:30pm on Tuesday 1 February 2022

The Chairman expressed thanks on behalf of the Council to all members for their hard work during 2021 and wished everyone a Happy Christmas.

The meeting closed at 21:08

### Appendices:

1. Minutes of the Planning Committee meeting held on 24 November 2021
2. National Trust Update – December 2021
3. Budget 2022-2023 – final draft
4. Draft Signage Policy