

Avebury Parish Council

Draft: minutes of an ordinary meeting of Avebury Parish Council held on Tuesday 7 June 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, ASSF for Avebury Sacred Sites Forum, AWHs for Avebury World Heritage Site, CES for Community Exhibition Space, DEFRA for Department for Environment, Food and Rural Affairs, ESAG for Event Safety Advisory Group, FB for Facebook, KV PC for Kennet Valley Parish Council, LHFIG for Local Highway and Footway Improvement Group, MAB for Marlborough Area Boards, NT for the National Trust, PC for Parish Council, RoW for Rights of Way, SID for Speed Indicator Device, SWAST for South Western Ambulance Service Foundation Trust, TRO for Traffic Regulation Order, UKN for Upper Kennet News, WALC for Wiltshire Association of Local Councils, WC for Wiltshire Council, WHS for World Heritage Site.

Present: Mr Stephen Stacey (Chairman), Mrs Maggie Lewis (Vice-Chair), Mr Ben Butler, Mrs Donna Byatt, Mr Mike Daniel, Mrs Lynzey Paradise, Mr Robert Parker and Ms Zandria Service.

In attendance: Miss Liz Moore (Clerk).

Time started: 19:30

- 1. Public question time:** there were six members of the public present for all or part of the meeting including Jan Tomlin (General Manager, Wiltshire Landscape). It was noted that the SID was giving out the angry / disdainful face when vehicle speeds were within the correct speed limit of 30 mph. Cllr Daniel said that he would investigate the malfunction. A parishioner thanked APC for footpath strimming adjacent to the A4361 opposite Rawlins Park. It was probable that the Parish Steward had undertaken this job as part of his routine. The Chairman addressed the public and proposed that any questions relating to Solstice be taken at item 7.
- 2. Apologies:** Cllr Dr Mike Bedford (Vice-Chair).
- 3. Declarations of interest:** there were none.
- 4. Minutes of meeting held on 3 May 2022: it was resolved** to accept the minutes as a proper record of the meeting. Proposed by Cllr Paradise, seconded by Cllr Daniel and unanimously agreed.
- 5. Matters arising from the minutes:** there were none.
- 6. National Trust update:** it was noted that the NT update had been previously circulated to members by email (see appendix 1) and Jan Tomlin also tabled hard copies for all present. Jan provided a verbal summary of the update and raised concerns about people walking in the road from the ASSC to the Red Lion PH / High Street. It was

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noted that the Club had put up signs as a warning to road users. Jan invited questions from members of the public and two questions were asked:

- a) **Is the NT happy about parking arrangements over Solstice?** Jan confirmed that the NT was providing additional car parking in the manor parkland on the evening of Monday 20 June through to the morning of Tuesday 21 June. They would be providing additional toilets in the NT High Street car park. Jan explained that the NT were not happy about damage to protected monuments but had no jurisdiction on the Ridgeway.
- b) **Why was the NT erecting gates by the entrance to the Farmyard by the Dovecot?** [Concern was raised about ambulances not being able to turn]. Jan said that there ought not to be any issues for the emergency services and she understood that the gates were replacement gates. She promised to include further details in the next NT update.

The Chairman thanked Jan for the report.

7. Summer Solstice 2022: recap on permit scheme and arrangements: the Chairman confirmed that the first round of permits had been issued by Cllrs Paradise and Byatt that day and the next application dates were 8 June (19h-21h), and 13 June (18h-20h) from Elements Shop in Green Street. He then invited members of the public to ask questions. The following points arose:

- a) There was a question about entitlement to permits for parking and access to the High Street. It was noted that permits issued by the PC were for residents, businesses, and carers.
- b) Judy Farthing (a local farmer and Civil Emergency Volunteer) stressed that Green Street must be kept unobstructed at all times so that farm, delivery, and veterinary vehicles can carry on using the road on farm business. It was noted that Green Street was a no waiting zone and there would be more enforcement generally and in this area over Solstice.
- c) There was a question about visiting the Community Shop and parking in the small High Street car park. It was noted that a parking permit would be needed to access the High Street and park.
- d) Judy Farthing asked how the approach to managing Solstice was going to be different compared to previous years now that times, dates and highway closures had been announced. It was noted that WC had made the final decision on the TTRO in consultation with all stakeholders involved in the operational planning process, including ESAG. The Chairman explained that there would be additional byways closed (Ridgeway and car park), more cones, and more enforcement in Avebury as well as the area around the village. This year cones were going to be in-situ along the A4 from Beckhampton roundabout to The Bell PH at West Overton.
- e) A member of the public / local farmer requested cones plus additional enforcement along Gun Site Road and the Chairman said that he would pass the message to WC Highways.

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- f) A member of the public asked whether there was a 'phone number that residents could call should they witness people moving the cones to try to park. It was noted that there would be more Police patrols but residents could contact the Police if they needed to do so. PC to provide the telephone number.
- g) A member of the public queried how Solstice was going to be effectively policed when there were insufficient resources for the numbers of people likely to attend, and where the extra Police were coming from. It was noted that WC had made the arrangements with the Police.
- h) The question about where people were going to park was raised several times. It was noted that details were given on the permit of the roads on which it was permitted to park.
- i) A member of the public was concerned that West Kennett lay-by might get used for parking as it had taken a lot of overnight travellers in previous years; one year there had been a Police presence to deter parking. It was noted that the Police would have 24/24 hour access to a tow-truck.
- j) A member of the public stated that a WC and Police representative should have been present at the meeting that night to answer questions.

The PC's understanding was that the Police and WC had been looking at areas of vulnerability in and around Avebury. The simple request was that people visiting Avebury respect others, respect the countryside, and take responsibility for their actions.

Three members of the public left the meeting.

8. Planning applications:

- a) Works to a listed building and householder application for the installation of rooftop solar panels to the modern garage / office building, The Bothy and the ancillary outbuilding at **Trusloe Farmhouse**, Frog Lane, Avebury Trusloe SN8 1QS. Ref: PL/2022/03783, PL/2022/03684. The plans were considered and **it was resolved** to support the above application, subject to the applicant adhering to all mitigations (as listed in the application) for the installation of the rooftop solar panels.

9. Project Updates:

- a) **LHFIG Meeting:** Cllr Parker reported that he had attended the WC meeting on 26 May 2022. Both APC and Winterbourne Monkton raised concerns about the derestriction signs being installed along with the new 50 mph signs on the A4361. WC's response was that the national speed limit signs had to be in place as per the highway rules and there would be no change unless the PCs wished to apply to have them removed, and that would require funding. In discussion, members agreed that a Transport Group meeting should be called to discuss the options with the community. It was noted that the PC's plans for a 20 mph adjacent to the Play Area could be extended to include the length of highway

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past Longfields to the A4361. Cllr Parker further reported that he had cited some of Avebury's SID stats at the LHFIG meeting and councillors had been surprised by the volume of traffic on the A4361 (exactly 100,233 vehicles had travelled southbound through Avebury in April 2022). Turning to the efficacy of the SID, the Chairman pointed out that the SID did not provide data on whether a vehicle subsequently slowed down after it had flagged up a driver's speed. Cllr Parker stressed that it was clear from the data that the PC needed to do something, especially because there were two, unprotected, informal, crossing points near the Stone Circle. He said that LHFIG's suggestion was to install a Metro Count, which members were pleased to hear was free of charge. There was general agreement that the PC needed to put together a strategy and the best place for further discussion was at a meeting of the Transport Group. Jan declared that visitor numbers to Avebury were based on the NT's recorded visitor numbers into their facilities; currently estimated at about 350,000 visitors per annum (figures included the wider landscape). This was approximately one third of the number of visitors to Stonehenge. She offered to retrieve the NT's formal report on visitor numbers and feed that into the Transport Group. Members thanked Jan for her assistance. Cllr Parker said that the last part of his report was not so good because WC had got the length of the layby wrong on the Avenue, which meant that the primrose double lining would be delayed and not completed in the summer as expected.

- b) **Speed Indicator Device:** Cllr Paradise provided a report on data from the SID at the southern location near ASSC. Members were surprised to hear that vehicle speeds were considerably lower compared to the south bound route along the A4361 near Rawlins Park. Cllr Paradise said that the SID had recorded 91,041 vehicles passing in one direction (east bound) during May and that the 85th percentile was 34.7. The Chairman asked members whether the PC should be looking to purchase a second SID. It was agreed to put this on the agenda for the Transport Group to consider.
- c) **Chapel Project / exhibition space:** report previously circulated and see appendix 2. The Chairman said that he was pleased to report that the Risk Assessment had been completed, there were actions to be taken and he and Cllr Daniel would report back to colleagues. The cleaning had been done with thanks to help from the community and, although the final draft of the Lease had not yet been received, it was expected. Cllr Paradise said that ASSC were happy to donate the floor cleaner / polisher to the PC as they had no need for it. Members were pleased to accept the offer and noted that there was space / storage at the Chapel for the floor polisher. The Chair will write to Dominic Fry to thank him.
- d) **Play Area:** Cllr Paradise said that she was in the process of collating the responses to the questionnaires and would provide a report at the next meeting. The Clerk said that she had received email feedback from a resident and would forward this to Cllr Paradise for inclusion with the returned questionnaires.

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10. Local Issues:

- a) **Annual Parish / Village meeting:** it was noted that about 21 people including councillors had attended the meeting and the draft minutes were available to view on the PC website. **It was resolved** to ratify the decision to provide a welcome drink for those attending the annual Parish Meeting. Proposed by Cllr Lewis, seconded by Cllr Byatt and carried unanimously. Cllr Paradise to submit a claim for the £54 expense incurred.
- b) **Acoustic camera trial:** it was noted that the PC had received an email response from Cllr Dr Mark McClelland (Cabinet Member for Transport, Waste, Street Scene and Flooding) with regard to its request to be considered for an acoustic camera trial. The advice was that WC was not involved in the trial at this stage and the PC should contact Danny Kruger MP as he might be able to take up the suggestion directly with the Department for Transport. It was agreed that the Transport Group should progress this issue.
- c) **Moss on play area surfacing:** it was noted that putting salt on the moss had not killed it. Dr Bedford had since volunteered to go and rake / sweep the moss off the surfacing.

11. SWAST Defibrillator Scheme: to review the options and confirm the new agreement for rental of the PC's defibrillators **due to expire 1 July 2022:** Cllr Lewis had previously emailed the renewal options to members and SWAST was able to offer a special price of £1,000 for the new defibrillator at Beckhampton, providing the package was ordered at the same time as the existing rental scheme. **The rental agreement for four defibrillators is £4,800 (ex VAT).** As per minute ref. 12 of the February 2020 minutes, the ASSC should be invoiced for the defibrillator located on the Sports Field, which will reduce the renewal cost. Cllr Paradise was asked to check that ASSC was still happy to fund the renewal of the defibrillator on the Sports Field. **It was resolved** to renew the three existing defibrillators and add a fourth defibrillator for Beckhampton under the SWAST Defibrillator Scheme for £4,800 (ex VAT). [£2,850 is budgeted and the PC can agree to draw on the £3,500 ear-marked funds]. It was felt that the community should be asked to provide a further donation for the Beckhampton defibrillator (£745 donation was received in November 2021). In discussion, it was noted that at the Annual Village / Parish meeting there had been a request for a **defibrillator at Rawlins Park**. This was a privately owned mobile home park and additional funding would need to be sought to pay for a fifth defibrillator but, if ordered at the same time as the current renewal package, it should attract a discount. Cllr Lewis offered to contact the owner of Rawlins Park to see if they would be interested in the proposal.

12. Parish Steward Priority Sheet: other than general footpath strimming, there was one request for grass strimming around the base of the SID pole. It was noted that the visibility splays at the southern end of the Avenue needed attention but this was under the remit of WC's contractor and not the Parish Steward and should therefore be reported on Wiltshire online.

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13. Communications: the Clerk reported that the PC Headlines had been published in the June 2022 edition of UKN. Cllr Service said that she would provide DEFRA's statement on the management and care of Ash Trees for the next edition, and thanked Cllr Butler for his sensible approach to the management of Ash Trees on his land. The general advice was that Ash Trees displaying <50% disease should be saved as research proved they were able to survive and thrive.

14. Correspondence: the Clerk reported:

- a) Members of the public could book on-line for **LEAF Open Farm Sunday**: 11am, 12 June 2022 at East Farm, Avebury.
- b) Email invitation to register for **Snowball: a new community disability application**. It was agreed that the PC take part in the project and that Cllr Lewis download and test the Snowball app.
- c) Information had been received about the **Stroke Association Book Group** – Marlborough Library. See PC website.
- d) Email invitation to join **route 403 Cycle Route** sub group of the Calne LHFIFG. It was agreed in his absence that Cllr Bedford be the nominated representative and Cllr Parker provide support in his role as the PC's representative for the Marlborough LHFIFG.
- e) Invitation to take part in a **NALC Finance Survey**: the Chairman reported that he had filled in the survey.

15. Finance and admin including: the Clerk reported:

- a) **Certificate of Exemption: it was resolved** to certify on the AGAR that the Parish Council is exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015. Proposed by Cllr Paradise, seconded by Cllr Lewis and carried unanimously. (Previously circulated and see appendix 3). Cllr Daniel temporarily left the room.
- b) **Internal Audit Report:** the Clerk tabled the internal audit report. Members received and noted that the internal audit for the full year 2021/2022 accounts had been carried out on the 20 May 2022 and a clean audit report given. (Previously circulated and see appendix 4).
- c) **It was resolved** to approve section 1 Annual Governance Statement. Proposed by Cllr Byatt, seconded by Cllr Service and carried unanimously. (Previously circulated and see appendix 5).
- d) **It was resolved** to approve section 2 Accounting Statements. Proposed by Cllr Paradise, seconded by Cllr Service and carried unanimously. (Previously circulated and see appendix 6).
- e) **Emergency Plan:** including operational Flood Working Group: Cllr Lewis reported that updating the Emergency Plan was work in progress and she would provide an update in September as she was unable to attend the July meeting.

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- f) **It was resolved** to approve and receive the PC's updated Policy on Runs and Walks (see appendix 7). Proposed by Cllr Paradise, seconded by Cllr Daniel and carried unanimously.
- g) **Banking arrangements:** the Clerk reported that she planned to have information on the on-line banking process for the next meeting.
- h) **Cheques for ratification: it was resolved** to ratify the following cheque payments. Proposed by Cllr Service, seconded by Cllr Daniel and carried unanimously.
 - (i) Miss E. Moore: overtime and expenses for the period 22 April 2022 – 21 May 2022 £333.43
 - (ii) Community First: insurance renewal premium 3/3 yr LTA £390.71
 - (iii) Mr Jamie Guy: internal audit + report for 2021/22 accounts £75.00
 - (iv) Kennet Print Ltd: printing A4 questionnaires x270copies £30.00

16. Date of next meeting: 7:30pm on Tuesday 5 July 2022 [Apologies from Cllr Lewis].

The meeting closed at 21:30

Appendices:

1. National Trust Update – June 2022
2. Chapel Update – report by Cllr Stacey
3. Certificate of Exemption
4. Internal Audit Report 2021/22
5. Section 1 Annual Governance Statement
6. Section 2 Accounting Statements
7. PC's Policy on Walks and Runs – dated 7 June 2022