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## Tollard Royal Parish Council

Garden Cottage ~ Sandroyd ~ Rushmore Park ~ Tollard Royal ~ Salisbury ~ Wiltshire ~ SP5 5QD  
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### **DRAFT Minutes of the Parish Council Meeting** **Monday 9<sup>th</sup> November 2015 at 7:00 pm in The Old Cart Shed**

**Present: Councillors** Kay Allen (KA) (Chairman), Richard Mitchell (RM), John Carlyle-Clarke (JCC), Bonny Shirley (BS) and Carol Webster (CW) (Clerk to the Council).

**Parishioners:** Nine parishioners attended, as well as Tim Reeve (the architect for planning application 15/09434/FUL).

- 1. Apologies:** Jose Green (Unitary Councillor)
- 2. Declarations of Interests:** None
- 3. Public session:**

All issues raised in this session were with reference to planning application 15/09434/FUL:

Parishioner Jackie Carlyle-Clarke raised a concern with reference to delivery traffic, especially highlighting the Tollard Green road.

Parishioner Cliff Black asked for clarification on how any concerns we raise with reference to traffic are then reflected as a 'true' concern on the planning application. Cllr KA responded that as Parish Council we can offer comment but Wiltshire Council takes all decisions.

Parishioner Francis Seymour raised the fact the he finds the Wiltshire Council planning application paperwork unnecessarily complicated, he highlighted a concern about the Restricted Byway near the Ashcombe Estate, and asked the council to note that the Restricted Byway should be protected.

Concerns were raised in general that this new proposal might take business away from the King John pub and local businesses.

Architect for Ashcombe Estate, Mr Tim Reeve, confirmed that there were no plans to move the Restricted Byway. He confirmed that an existing small concrete bungalow will be replaced by a larger building and the indoor ménage would be replaced by accommodation. He also reminded the Parish Council of the approved planning applications that are already in progress for the Ashcombe Estate. Planning for 9 bedrooms has already been approved and is in progress, this new application is to add an additional 9 bedrooms. The total capacity of the new accommodation will be 18 bedrooms plus additional facilities to include a pool and cinema room.

The public session was closed.

- 4. The minutes of the meetings:** Minutes from two extraordinary meetings held in the summer; 24<sup>th</sup> August 2015 and 7<sup>th</sup> September 2015 were approved and signed. Minutes from the meeting held on 14<sup>th</sup> September 2015 were agreed and signed.
- 5. Co-option of new councillor to fill advertised vacancy:** Cllr KA asked all parishioners at the meeting whether anyone wanted to volunteer to accept the position of councillor. Parishioner Adrian Clarida volunteered. Adrian then signed the acceptance of office and joined the council. All councillors welcomed Cllr AC onto the council.
- 6. Update from Unitary Councillor – Jose Green (JG)** No report apologies given.
- 7. Update from Neighbourhood Policing Team:** No Report
- 8. Clearance of Action Points from Minutes 14<sup>th</sup> September 2015:**
  - 8.1 Wiltshire App – request repair of Tollard Green potholes:** Requested.
  - 8.1.1 Parish Steward - Request clear-up of straw on roads:** Straw has been cleared.
  - 8.2.1 War Memorial - chain:** Agenda item this meeting.

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| <b>8.2.2 War Memorial – grass cutting:</b>           | Agenda item this meeting. |
| <b>8.2.3 War Memorial – report and survey:</b>       | Agenda item this meeting. |
| <b>8.3 Road White Lining – CATG responsibility:</b>  | Agenda item this meeting. |
| <b>8.4.1 Pond – add more straw barley:</b>           | Agenda item this meeting. |
| <b>8.4.2 Pond – query parishioners re planting:</b>  | Agenda item this meeting. |
| <b>8.5 Village Phone Box – Parishioner survey:</b>   | Agenda item this meeting. |
| <b>8.6 Plants and planting – Parishioner survey:</b> | Agenda item this meeting. |

**9. Chairman’s report:**

Cllr KA reminded all councillors of the timescales for setting the next precept. Cllr KA will set a proposed budget with clerk CW and the proposal will be presented at the council meeting in January 2016. Cllr KA reported that she had a very positive meeting with Steve Harris. He highlighted the opening of the new centre in Tisbury. It was suggested that the council perhaps organise an outing in the early spring to see the new facility. Cllr KA informed the council that Steve Harris was very helpful with information about how to apply for grants, especially with reference to footpaths and gates for wheelchair access. Steve Harris suggested Tollard Royal host a ‘Dementia Friends’ session as well as a ‘First Aid’ training course (as long as we can get enough parishioners to attend). Steve Harris noted Tollard Royal as a pro-active village with the Newsletter and Website and events. Cllr KA again reminded Cllrs of the vital importance of making use of the ‘Wiltshire App’ to report any issues. Cllr KA told the council that she had, together with parishioner Jackie Carlyle-Clarke, written to Her Majesty Queen Elizabeth II regarding the weather vane that has been erected on the church to commemorate the Queen becoming the longest reigning monarch. The Queen replied to the letter and the reply is on the Notice Board. The weather vane was a joint effort by the Parochial Church Council, the Social Committee and the Parish Council and villagers who contributed funds.

**10. Village Phone Box:** Permission to adopt the phone box has been approved. Cllr KA reported that she had contacted parishioner Alex Thomas who has agreed to help with the project. We would like to get the parishioners involved, especially the children to come up with ideas. Cllr KA reported that the cost would now be £1 (payable to BT) to complete the adoption. Cllr KA proposed that we ‘adopt the phone box’ and that we raise a ‘task and finish’ group to look after the phone box. Cllr KA also proposed that we potentially use £100 from the R2 funding received to start ‘kitting’ out the phone box. Parishioner Francis Seymour enquired about 999 calls from the phone box – Cllr KA stated that the phone would be completely out of use and that the phone had not been used for 11 years. Cllr KA also stated that she would instigate a project to improve mobile phone signal coverage in the village. Cllr KA reminded the council that the ‘adoption’ would be subject to final approval from the Rushmore Estate. The councillors support and approve the proposal; a cheque for £1 to BT is signed and passed to Cllr KA.

**11. War Memorial:** Cllr JCC updated that he has contact two stonemasons and is in the process of gathering estimate costs. The costs will probably be about £175 per stone (we need two stones) – this is for replacement ‘green stones’. We could also have these stones set on concrete bases with a metal post to ‘pin’ the stone to the base, this would cost an additional £500 - £700. Councillors asked whether the preference would be to use the traditional greenstone, all councillors feel this should be used. Cllr AC queried whether ‘green stone’ could be sourced from reclamation yards. Cllr JCC also updated that he has contacted Sixpenny Handley about their ‘chain’ and is waiting for a reply. Cllr JCC estimates that this cost would be approximately £300. Cllr RM reminded the council that he has some chain spare in his garden and that the council would be welcome to put it to use. Cllr KA proposed that a ‘task and finish’ group be formed and that the group brings a plan and cost information to the council meeting in January 2016. Cllr KA also suggested that if money needs to be spent we could potentially use some of the R2 funding. Cllr KA asked Cllr JCC if there is still an outstanding request for an additional name to be added to the war memorial. Cllr JCC and parishioner Jackie Carlyle-Clarke updated that this is now no longer necessary and the name will be added to the church ‘roll of honour’ instead. Cllr KA proposes that a ‘task and finish’ group be set up for the war memorial, Cllr KA and Cllr JCC agree to be

part of this group.

#### Village Issues – Standing Items:

##### 12. Highways and Speeding:

**12.1 Road – white lining:** Cllr RM spoke to Tim Woolford (Wiltshire Highways), the road has been 'marked up' indicating where the lines need to be continued. The work has been rescheduled due to the Wiltshire Council split from Balfour Beatty. Cllr RM has raised this as urgent.

**12.2 Permanent weight/width restriction on road:** Cllr RM updated that having a permanent width and weight restriction like the one that was in place during the works on Spindleberries is not an option for the village going forward. We are however trying to get narrowing at either end of the village with 'build outs'. Cllr RM clarified that 'build outs' slow traffic as they navigate around the 'build out'. The 'build outs' need to be lit, this is an issue as there is no street lighting in Tollard Royal. One street light would be needed at each end of the village and the priority signs would need to be lit. As an extra complication, there is no mains electricity at these locations. The potential cost is about £10 000.00 per 'build out'. Councils typically need to contribute anything between 25 and 70% of these costs.

Cllr RM attended a CATG meeting last Monday and Tollard Royal have now officially proposed the request for these measures with the backing of Cllr KA. The process, going forward is now with Wiltshire Council. They receive several requests which are then assessed annually to identify top priorities. There are currently 80 of these requests on the list and only 2 go forward to be assessed for implementation. Cllr RM updated that Ludwell, including Dennis Lane, are also on this list and that if their application is approved and implemented it may solve the problem for Tollard Royal without us having to take any action, as the heavier, wider traffic won't get through Ludwell which is our main source of HGVs. Cllr KA stated that we would need to have a full village consultation before we go any further with this proposal should it become a viable option.

**12.3 SpeedWatch:** Parishioner Sue Cheeseman; SpeedWatch co-ordinator, updated that no more parishioners have attended the driver training dates but that more dates will be offered to the 2 volunteers. Driver training dates are currently postponed due to some insurance concerns. A new administration role has been implemented with reference to the Volvo community car and we are hoping to make use of the car in the near future. A new speed enforcement team has been established by the police and if drivers are caught speeding in 20mph zones they will be fined £100 with 3 points on their licences. During a four hour period at various sites in the local area last week, 10 tickets and 61 warnings were issued. The enforcement team cannot work with SpeedWatch, but can feed information back to the SpeedWatch co-ordinator. Sue requested people to do more SpeedWatch but that it is difficult at this time of the year as people are at work and then it gets dark so early.

**12.4 CATG update:** This update has been covered in items 12.1, 12.2 and 12.5.

**12.5 Community Speed Indicator Device (SID):** Cllr RM updated that our county area is to have access to a SID. This SID will then be made available to areas that request it on a 'rota' basis. A SID would require scaffolding on **private** land. Cllr RM is waiting for clarification from county as to whether the SID can be calibrated for a 20 mph speed zone as he was informed that the SID can only register as low as 30mph. Cllr RM queried the council as to whether we would like to request the use of a SID, Cllr KA responded that we should wait confirmation that it can be calibrated to 20mph before we propose use of the device and then if approved, maybe have a 2 week trial period. Cllr RM also clarified that the cement for the pole would be permanent, but the pole would only be used when the device was in use. A survey would be needed to assess a location for the SID.

##### 13. Pond and Orchard:

**13.1 Grass cutting:** Clerk CW advised the council that the grass-cutting budget for the current financial year has now been used so this would mean that no more cuts would be done by the contractor until April 2016. Cllr KA stated that if the grass at either the pond or the orchard needed a cut before April 2016 that we would ask volunteers to help. The pond 'task and finish group' will keep an eye on

the grass. Cllr KA also asks all parishioners to collect apples from the orchard if they want them, Cllr KA will then collect the last of the apples and take them to the equestrian centre.

- 13.2 Pond:** Cllr BS updated that Brian Trappitt had planted some oxygenating plants in the pond, which included more Hornwort, which will help reduce the Blanket Weed. He also planted a native water lily and we extend our thanks to Brian. Parishioner Bob Marston advised Cllr BS that after the re-puddling work is carried out on the edge of the pond, we will be able to add a few more plants with shallow roots, Bob will seek advice from Ian Burt as to which plants are suitable. Bob will also check whether the existing plants in the pond need to be moved further up in case they become too deep in the water. Bob has told Cllr BS that he has plenty of plants from his own (personal) pond that can be used, so we may not need to source plants from anywhere else. Cllr BS updated that the plan is to have a 'working party' to organise the planting when the time comes.

Cllr BS updated that the hope is to increase the depth of the pond by 2 feet after the re-puddling work is carried out around the edge of the pond which has cracked. This work would be carried out by Rodney Harris of 'Stranger and Harris'. A quote of £300 to re-puddle the edge of the pond has been received. This work would include the topsoil being scraped away to reveal the clay beneath which will then be re-consolidated. The top soil will then be replaced. The hope is that there will be enough existing top soil to avoid having to add more.

Cllr KA stated that a decision needed to be made about this re-puddling work and proposed to the council that this work be approved to go ahead. Cllr BS approved this proposal and Cllr RM seconded the approval. Parishioner Bob Marston was asked to confirm the work and ask 'Stranger and Harris' to raise an invoice which should be passed to clerk CW.

Cllr KA updated that additional barley straw had been added to the pond and it was decided that no more was needed for now. Cllr KA also stated that the pond 'task and finish' group works well.

- 14. R2 Funding:** Cllr KA No report. The next R2 money is due in 2018. Remove item from future agendas.

**15. Best Kept Village: Plants and planting.** No Report. Carry to March agenda after village consultation

**16. Planning applications:**

- 16.1 15/09434/FUL:** Cllr KA stated that this is a large application and thanked Tim Reeve for attending the meeting and also for making himself available 15 minutes prior to the meeting to informally update Cllrs.

Cllr JCC asked about the archaeological report in the planning documentation that flagged up the fact that there may be an archaeological interest around the farmhouse after demolition. Tim Reeve clarified the report did not express any concerns but there would be no problem if this was a requirement after demolition.

Cllr JCC stated that the most impact will be on local employment and local business – would there be an increase in animal husbandry and farming employment on the estate and would there likely be an increase in overall staff – also, how likely are these staff members to be employed from the local area? Tim Reeve responded that he thinks that there would potentially be a decrease in some intense seasonal business but that the overall all year round business would see an increase. Tim Reeve also stated that the applicant hopes that the estate will be producing some of the required livestock and crops to support this venture.

Cllr JCC stated that in the past the council has always leant towards supporting local businesses. He also stated that the physical presence of this development would have no impact on the parishioners, as it cannot be seen from the village.

Cllr BS raised a concern about the construction traffic and on-going delivery traffic.

Cllr RM stated that he has no further comments but wanted to highlight his concern about taking business away from current local businesses. Cllr KA reminded the council that local businesses have the opportunity to respond to the planning application independently.

Cllr AC raised a concern about whether there would be any need for traffic to use the lane next to the pond – Cllrs responded that no, there would be no access via the pond track. Cllr AC highlighted the fact that the construction will have no visual impact on the parishioners.

Clr KA summarised the discussion saying that she feels the Ashcombe Estate is managed well and that valid concerns raised are not a matter for planning but ones that can be discussed directly with the estate. The construction traffic is a concern, but this will be a short-term issue and is not something to be raised against the planning application. Cllr KA will write separately to the Ashcombe Estate highlighting these concerns. Cllr KA noted the comments by parishioners to ensure the Restricted Byway would not be impacted upon along with Mr Reeve's assurances on this matter. Cllr KA also said she would insure that parishioners and local businesses were aware of the planning application. (Website, Tollard Tattler and Notice Board).

Clr KA proposed that the council consider the option to 'support' the application with the condition that 'the right of way (restricted Byway) be protected now and in the future'. Cllr KA will then write to the Ashcombe Estate to inform them of the village concerns over construction and general traffic. Cllr KA also asked clerk CW to inform our neighbouring council Berwick St John about this application.

Clr JCC supports this proposal. All Cllrs supported planning. The planning application response form completed by Clr JCC and passed to clerk CW to be forwarded to Wiltshire Planning.

**17. Financial Matters:**

**17.1 Financial statement:** Documents showing current figures provided.

**17.2 Approval of bills to pay:** Cheques signed for grass cutting, hall hire and £25 for the wreath provided for Remembrance Sunday.

**17.3 Transfer money to savings account:** Keep on agenda.

**17.4 On-line banking for council account:** Keep on agenda.

**18. Exceptional items since issue of agenda:** Cllr BS raised a concern about the provision of a First Aid Kit in the Old Cart Shed, Cllr KA stated as that the building is owned by the estate and rented by the council for meetings, that this is the responsibility of the estate, Cllr KA will ask the estate office about a First Aid Kit. Cllr BS also asked about the provision of a defibrillator in the village, Cllr KA stated that this would be part of the village consultation for the phone box.

Clr JCC raised planning application 15/10479 – all councillors agreed to support this tree application.

Clr JCC also raised the issue of a 'Neighbourhood Development Plan' – Cllr KA stated that she had done a presentation about this a while ago as a councillor for Tollard Royal and it was found to be very cost prohibitive.

**19. Confirm next meeting as 11<sup>th</sup> January 2016 in The Old Cart Shed** when the precept needs to be set. The meeting closed at 8:20pm.

**Action list arising from the Parish Council Meeting on 9<sup>th</sup> November 2015**

<b>9</b>	<b>Proposed budget</b>	Draw up to propose to councillors	Cllr KA and Clerk CW
<b>10</b>	<b>Village Phone Box</b>	Raise 'task and finish' group	Cllr KA
<b>11</b>	<b>War Memorial</b>	Raise 'task and finish' group	Cllr KA and Cllr JCC
<b>18</b>	<b>First Aid Kit</b>	Query Rushmore Estate about provision of First Aid Kit in the Old Cart Shed	Cllr KA