

**TOCKENHAM PARISH COUNCIL**  
**MINUTES OF THE PARISH COUNCIL MEETING HELD ON**  
**Wednesday 4<sup>th</sup> September 2024 at 7pm**

Present: Cllr D Kirby Chairman (DK), Cllr Kevin Woolnough (KW), Cllr Julie Marshall (JM), Cllr Richard Walker (RW), Cllr Nick Polkinghorne (NP), Rita Harris (Clerk) (RH) (retiring), Emily Bourne (Clerk) (EB) (New clerk).

DK introduced new clerk Emily Bourne to the meeting.

**ORDINARY AGENDA:**

- 1. Public Question Time** – an opportunity for members of the public to address the Council on any Council matter before the meeting commences. (Limited to 10 minutes).

Geoff Cowling attended the meeting and advised that his query should be covered in Highways.

Bill Moore attended the meeting and gave the councillors a copy of the Emergency Plan he has put together. This will be discussed at the next Emergency Planning meeting to be held on 11<sup>th</sup> September.

Ursula and Stuart, Greenway, joined the meeting to observe.

NP will take over as WhatsApp coordinator for the Emergency Plan Coordinators as well as the Councillors WhatsApp group.

**Reports from Wiltshire Councillor**

Wiltshire Councillor on holiday. Update received re Lyneham Banks - works on target.

- 2. Apologies for absence:** Wiltshire Councillor Allison Bucknell (AB)
- 3. Declaration(s) of Interest** - In accordance with the Parish Councils (Model Code of Conduct) Order 2001 and revised (Model Code of Conduct) Order 2007  
None.
- 4. Minutes** – Members had previously been circulated with the draft minutes and notes. The Council to approve as a true record the Minutes of the Parish Council Meeting held 3<sup>rd</sup> July 2024.

Proposed by KW, Seconded by JM. Minutes as a true record of the meetings. DK signed. **Agreed unanimously by members who were present.**

## 5. Clerks Report –

For Information only

- GCSE Results Day - Education Grants in Wiltshire & Swindon - Now Open for Applications
- Our Most Popular Online Courses for Charities & Nonprofits – The Knowledge Store
- Project Gigabit - North Wiltshire Lot 30 type C connectivity solution.
- Community First Nominations for awards. VisitWiltshire Partner Newsletter – July 2024, August 2024
- Latest news: Watch the National Planning Policy Framework webinar, new community-based children's home, trails added to Explore Wiltshire app and more 16/08/24
- Watch the National Planning Policy Framework webinar, A36 Limpley Stoke community feedback and the Gypsies and Travellers Development Plan Document 16/08/24.
- Wiltshire Police latest HMICFRS PEEL report PCC statement:15/08/24
  
- Consultation on the pre-submission draft Gypsies and Travellers Development Plan.
  
- Latest news: Planning webinar, A36 closure, investment in leisure centres and more...09/08/24
- OPCC Delivery Plan 09/08/24.
- Lyneham Banks B4069 - August Newsletter 24
- Flood Warden Newsletter - Summer 2024
- From the PCC's desk - Keeping Councillors Informed: Issue 2 & 3.
- Violence Against Women and Girls (VAWG) and the Safety at Night Charter.
- Town and Parish Council update – 02/08/24.
- Briefing Note 24-17: Septic Tank Upgrade Scheme Promotion by Councillors (Revamp Your Tank) – Does not affect Tockenham.
- WALC - July 2024 Newsletter
- WALC Annual General Meeting.
- Advertising in Parish Newsletters - Neighbourhood Policing - Your Force, Your Area
- Wiltshire's Market towns are not immune to knife crime - but it is decreasing as all agencies work together to tackle the issue.

- Latest news: New car park machines, have your say on Trowbridge leisure centre, A36 to close for repairs next month and more – 12/07/24.
- WALC Executive Committee Meeting, Monday July 29<sup>th</sup>
- Leader of the Council Announcement: New Chief Executive of Wiltshire Council.
- Briefing Note 24-16: Launch of Home Upgrade Grant with EDF Energy.
- Minutes for Royal Wootton Bassett and Cricklade Area Board, Wednesday 26 June 2024. *Next meeting to be held 9<sup>th</sup> October 2024 at Purton Village Hall.*
- T&PC / Council Meeting - 28th June – Minutes
- Road Carriageway Works - C123 - BREACH LANE.
- Lyneham Banks Newsletter & Meet the Contractor Event.  
i.e.
- Operational Flood Working Group North Meeting 11th July 2024 *KW has applied for the Flood Warning Training. 19<sup>th</sup> September.*
- Animal Welfare Scheme to support the care of police dogs launches in Wiltshire
- Anti-social behaviour wardens work to tackle most affected areas in Swindon
- WALC Annual General Meeting 25<sup>th</sup> September.
- Latest news: No change to waste collections on bank holiday, annual canvass underway, Don't Mess with Wiltshire update and more 23/08/24.
- Town and Parish Council update 23/08/24.

**Other items: -**

- Park Shed management KW. Items within the shed are controlled by the Village Fair committee and managed by the Village Hall committee.

Shed is owned by TPC and the land is leased.

Too much public access to the shed as the key lock is on the side. Items are borrowed and returned but not necessarily in the correct or safe place. Items are being put back wet, wrong parts added to other parts.

Discussed at meeting as to if someone should take ownership of equipment i.e. items booked in and out and the key taken out of the key safe and held by one person.

JM advised that the mowing volunteers will need weekly access.

The key safe number could be changed and the new number only given to the mowers, with everyone else gaining access via KW.

DK will send an email to Chair of Village Hall to advise what has been proposed and then email the residents to let them know that equipment is available to borrow but via KW.

- Village Hall items KW.
  - a) King Charles Picture.
  - b) Water Butt.
  - c) Last year's BKV Plaque (the one that has not been mounted).

*Above items raised at previous Village Hall meeting. This will be chased again at the next meeting and emphasis made that action is required.*

- Tockenham Parish Site Visit - Flooding Sites, Works List – Report received but we await clarification on who will be responsible for carrying out the works. Areas in report received that require clarification. KW has spoken to David Arnup and he has enlightened KW about who will be responsible for the works. Central Government has funded some money to local councils to allow for ditch works following the floodings. This will be regardless of who owns the land.

**KW** will send out the reports to the residents who had been affected by the flooding and also copy to councillors.

- Offer of a large quantity of stock fencing (used) could be suitable for the fence around the playground, to keep the balls and children inside.

Existing fence is low and this could help with keeping balls etc in. Discussion around possible condition of the fencing and if it would be worth putting it up. **RW** will have a look at it to see if it is worth using.

Could cause issues with mowing the surrounding area.

- **PROPOSED TRAFFIC REGULATION ORDER FOR CONSULTATION** – Various proposals for Royal Wootton Bassett, Calne and Tockenham.

Site visit planned for 11<sup>th</sup> September at Tockenham Corner at 13:00 pm. There are some major proposals for Tockenham Corner and Tockenham Wick junctions, and these will be discussed at this meeting. There will be a third lane for turning right at both junctions and the lower turning onto A3102 towards Royal Wootton Bassett will be blocked.

- Invitation: Community First AGM 9<sup>th</sup> October 2024 We are now fully signed up members. Have received information that was desperately required once we had paid our subscription. Linked with Village Hall associations. No one to attend AGM.
- Neighbourhood County Parish Forum. Police are inviting Parishes to a County meeting. Most information is received via Safety meetings. Meeting to be held in November, agreed to see what the agenda contains.

- Notes from RWB&C Community Safety Group Meeting 9th August DK. New inspector called Scot Angur. Talk by Jude Deman from Connect about substance abuse in younger people. Next meeting 13<sup>th</sup> September – I am Road Smart.
- BKVC REPORT. To note – BKV sign removed by new winners - Hankerton. Sign has now been given to representatives from Hankerton.

**DK** will send report from the Laurence Kitchin competition to residents.

- Town and Parish Council update 26/07/24 - Richard will be interested in the Environment one - but it might be useful for all of us to drop into the library on 11<sup>th</sup> September.
- Travellers' Plan. DK attended the webinar on 3<sup>rd</sup> but it was difficult to distinguish the sites at the meeting so it would be worth attending the library meeting to find out more information.
- Wiltshire Bobby Van Trust – Donation request. Unable to support this, **RH** to let Bobby Van Trust know.
- Gypsies and Travellers Development Plan Document 16/07/24. Meeting held 15/07/24.
- JACS (UK) Ltd - Village Gateways - for discussion. To consider later.
- SSEN resilience funding. **RH** to forward email to DK again. To decide what is required for our emergency plan and apply at next funding application.
- Emergency Contact Hubs - sign up – site visit at Hall on 9<sup>th</sup> September. This visit will determine if the Village Hall is a suitable venue to be used as an Emergency Hub.
- To decide on which flag to fly in Park. DK and KW received an email from a resident suggesting that it was time to take down the Ukrainian flag. Several residents had requested the flag be flown in the first place and the Union Jack flag flown at significant dates.

Discussion on which flag to be flown and when. Agreed that the Union Jack will be flown on significant dates (Armistice Sunday etc), and the Ukrainian flag to commemorate the start of the war. NP proposed and KW seconded. To take effect when the minutes have been posted on the web.

Several local parish/town councils have taken down the Ukrainian flag and will fly it at the anniversary of the start of the war.

- Notice to residents about Dogs off Leads Notice sent out to residents to remind them to keep dogs on leads when walking them. Also a reminder that no dogs are allowed in the Park.
- Incidents of vehicles nearly driving into obstacles hidden by verges. Two issues - one where a vehicle almost reversed into the pond as they hadn't realised it was there. The other was when someone almost

reversed into some stones. People are not reversing along the road to find a passing place to go into – rather just driving straight onto the verge!

- Autumn Litter Pick. To be decided once verges have been cut.

**All previously circulated.**

## **6. Planning**

### **PL/2023/10812 comments on Clyffe Application for Traveller's Sites**

*Tockenham Parish Council oppose this application.*

The main reason is the prospective increase of heavy vehicles driving through the small, pavement-less village of Tockenham and its very narrow lanes. It would mean further increased damage to the road between West

Tockenham and Greenway. This part of the C120 is in dire need of road surface repairs and despite the Parish Council's formal attempts to resolve the matter we feel, with WC Highways stretched resources, the problem will get worse before it is given any attention. It would also mean increased damage to our verges which are being slowly eroded and destroyed by large vehicles.

We are also concerned about the scale of this development, so close to existing homes, and the impact it will have on the character and appearance of the current landscape.

We would also question the need to supply further Travellers Sites locally. We therefore object to this application."

**Decision: *Refuse.***

PL/2023/00900: Charlie's Place, Land off Sodom Lane, Grittenham, Wilts, SN15 4JY

#### **Proposal**

Change of use of land to provide a Gypsy site, consisting of four pitches and associated hardstanding, landscaping and a commercial barn.

Applicant Name: Mr John Lee Case Officer: Victoria Davis

Decision Date: 16-08-2024 Decision: **Refuse**

Application Link: <https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z000019q3h0>

**PL/2024/07098 Travellers Site at Clyffe Pypard.**

**Full Planning Permission Address: Land to the North of 34 - 39 Clyffe Pypard, SN4 7PY** Proposal: Change of use of land to form a 3 pitch traveller

caravan site, with erection of day room and boundary fencing with access from Clyffe Pypard (**Resubmission of PL/2023/10812**)

**Under Consultation.** Resubmission of PL/2023/10812. **DK** will send in previous comments.

**ENF/2024/00633 - 36 Greenway, Tockenham - Alleged unauthorised erection of a building**

**Resolved. Permission granted.**

**PL/2024/07048 - Full Planning Permission Address: Tockenham Court Farm, Tockenham, Swindon, SN4 7PH** Proposal: Change of use of an existing agricultural building to equestrian to provide an indoor sand school and storage area.

**Under Consultation.**

DK will send around some comments to be submitted to Wiltshire Council. Will this mean more traffic along our lanes? KW has spoken to owner who has confirmed that this facility will be for existing clients, and they will not be advertising for new clients. Traffic should be no different from when they were using tractors etc. To monitor.

**7. Finance and Administration - To consider financial matters and to pass for payment.**

- Clerks Salary - £282.20
- HMRC for Clerk's salary £ 70.60
- Mower repair £11.98 JM.
- Petrol and Oil for Emergency Generators £15.66 Peter Jones.

Proposed by KW and seconded by DK. RW to set up payments, NP to authorise.

Retrospective items - £50 for membership to Community First

- £224 for signs to Wiltshire Council

To note Bank balance £36,720.32 as of 31/08/2024.

**Invoices approved unanimously.**

Income and Expenditure Noted.

Documents circulated to councillors before meeting.

**8. Highway Matters**

**See Appendix A - to discuss**

KW went through the outstanding matters on Appendix A after giving everyone a copy of the form.

Parish Steward Visits, 25<sup>th</sup> September, 24<sup>th</sup> October, 27<sup>th</sup> November and 19<sup>th</sup> December 2024.

KW has completed and returned the PEAs form and asked for two 'Drive Slowly through Floods' signs in addition the Flood Warning signs already requested.

Deterrent to be fitted by end September by JM's property (to avoid domestic damage).

Grill to pipe at Mermaid – case closed as should be sorted by works in progress.

White railings on side that did not get knocked will remain and reflective posts will be added to the other side.

Speeding – Martin Rose visit to discuss possibilities. Site meeting 6<sup>th</sup> August with MR and AB, KW. Point into village where we would like 60 mph to 40 mph will not happen. Wiltshire works to government guidelines and conforms to their advice on speed limits etc. Following last year's Metro count we are aware that we will not get our speed limit reduced to 20 mph. The perception of speed being driven is hampered by the narrow lanes in the village. MR has suggested that we go for another Metro count but in four sites to check speed levels in the village. MR has applied for four metro sites to be put down in the village at various places. Once the results are received speed limits can be considered.

85% of average speed will be looked at. If majority of drivers are driving at 20 mph or lower, this may be considered as the required speed.

Case 00126107 Pavement clearance at the Hillocks

Temporary Closure of: Trow Lane, Brinkworth and Tockenham (22.07.2024)

Temporary Closure of: Bowds Lane, Brinkworth and Tockenham (15.07.2024)

Following site visits, it is thought that all the flooding issues in the village may be solved by repairs to Field View. Probably a fractured pipe.

Tockenham Wick update – waiting for report, David Arnup chasing.

KW unable to attend next LHFIG meeting (11<sup>th</sup> Sept) owing to the other meetings being held on that day. To send apologies to AB.

Updated by KW.

## **9. Play Area /Grass Cutting Rota**

In good shape, holes have been filled in and appears stable.

No visible signs of sinkage in the park at present.



JM has chased the company suggested by KW, sent all information but has not heard anything despite chasing.

JM looking at new pieces of play equipment to update the play area.

Updated by JM.

## **10. Environmental Matters**

AGM of the Campaign to Protect Rural England held in Malmesbury on 16<sup>th</sup> July, RW attended, went through accounts, broke even but lost money on investments. Looked at various issues including Not in my Back Yard and Solar Farms etc.

RW spoke to Tony Currivan and went to The Big Farm and Farm Machines event held in Clyffe Pypard. Tony agreed with Tockenham being part of his wildlife group and would like to put information in our Village magazine.

LNRS seminar that RW was booked to attend was cancelled.

Feedback from RW.

## **11. Rights of Way**

Dog fouling at the back of the church has been addressed by a letter going out to villagers.

Sign out of the ground still needs to be fixed (Tockenham Wick).

Not yet spoken to Rob Lowe. Tock 8. Has a central route through so good access.

NP has spoken to Steve Bennet re having a clear route – this is now cleared.

Village to contact NP if any issues found.

Feedback from NP

## **12. Councillor reports / any other business.**

None.

## **13. Dates for future meetings.**

To be held on Wednesdays unless majority unable to attend.

8<sup>th</sup> January 25, 12<sup>th</sup> March 25.  
Annual Parish Meeting 9<sup>th</sup> April 25  
Annual General meeting 7<sup>th</sup> May 25.

***12<sup>th</sup> March 25 meeting date requires changing as this clashes with another meeting that AB will be attending.***

**Date of Next Meeting:** 6<sup>th</sup> November 24