

## TOCKENHAM PARISH COUNCIL

May 2024

Dear Councillor,

You are summoned to **Tockenham Parish Council meeting**, which will be held on **Tuesday 14<sup>th</sup> May 2024** at 7p.m. in the Village Hall

Rita Harris  
Tockenham Parish Clerk

---

**NOTICE OF MEETING – Public Notice of the meeting is given in accordance with Schedule 12, para 10 (2) of the Local Government Act 1972.**

### **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)

Christopher Berry – Nothing.

Geoff Cowling – None

Amanda Gillingham – update of Defibrillator for the year. Checked regularly by Amanda (chief guardian) and Michelle Burke (backup guardian). In working order. On the circuit nationally so that all are aware it is in place. Not yet used so far this year. PC are holding donation from Village Fair for use with Defib, could be used for new pads, training etc. Training generally held bi-annually so could be held in 2025. There is an online video on using a defibrillator that can be viewed by anyone in the meantime.

RW expressed his interest in attending a training course.

The defibrillator is located in a locked yellow cabinet attached to the outside wall of the Village Hall, to the left of the entrance door. The code to unlock box is C2589X. The defibrillator is registered with South West Ambulance Service. The defibrillator is simple to operate, just open it and follow the voice instructions.

Bill Moore – Speeding – BM spoke of his concerns regarding speeding through the Village and approach roads.

BM indicated that death on rural roads was more likely with speeding being a contributing factor. Drivers are possibly entering and leaving the Village in excess of 50mph. Since Covid there are more vans/lorries entering the Village and businesses have changed which has increased traffic.

AB following conversations with KW had recently asked Martin Rose (MR) the Principal Engineer from Wiltshire Council Highway Asset Management and

Commissioning if he thought Tockenham had a case to apply for a maximum 20mph speed limit who thought it was worth looking closely at the possibility. KW advised the meeting that to do this we would have to pursue this formally through LHFIG but having studied various official documents it would result in another Metro Count.

We have had three metro counts in recent times. Results from 2023 showed our seven-day 85%ile speed readings do not put us in the category of requiring a 20mph speed limit through the main built-up area of the Village.

For a 20mph speed limit to be considered our seven-day 85%ile speed would have to show that vehicles were reducing their speed to or below 24mph.

BM suggested that we need to ask AB how we can make the Village safer.

KW had sought advice on this matter with Perry Payne (Wiltshire & Swindon road safety partnership)

KW has compiled a list of all things that could concern residents whilst vehicles are moving through the village and will present this at a site meeting with AB and MR and see if the PC can find a way of moving forward and addressing the speeding concerns. KW will also ask if it is worth pursuing the 60mph national speed limit on approach roads could be considered being reduced to 40mph.

Tractor movement - 19<sup>th</sup> April. Following the April Community Safety Meeting where KW had raised the issue that Tockenham residents were concerned that tractors were travelling too fast through the village KW was advised that the PC could if concerned in the future email the police. 19<sup>th</sup> April residents were concerned that there were a number of Tractors travelling through the village too fast and as a result unacceptable large quantities of Slurry were being distributed across the road. KW emailed the Police however no response was received until the next day after tractor movement had ceased. Police were given a registration number and indicated they would contact the contractors and ask for them to be considerate and respectful when using the village highways.

Perry Payne asked to be kept informed of our issues and problems with speed through the village and he will offer any advice to help.

KW has requested that the 60 mile per hour speed limit coming into the village be reduced to 40 miles per hour and this will be a separate application. AB will be asked to follow this up with Martin Rose to progress the application.

There is likely to be a site meeting with AB, Martin Rose, some villagers and KW feels this could progress.

**2. Apologies for absence:** 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 12<sup>th</sup> March 2024.

Proposed by DK, Seconded by JM. DK signed. **Agreed unanimously by members who were present.**

#### **5. Sign off Audit 2024**

##### **To receive a copy of the annual audit report from the internal auditor and to agree figures on AGAR**

Tockenham were chosen as part of the extra 5% audit of small councils and will be required to submit more AGAR forms.

Audit agreed – Proposed by DK - Seconded by KW - DK and RH signed off forms. Agreed unanimously.

#### **6. Clerks Report –**

For Information only

- Latest news: Vote in the PCC election, get around for £1, Family Hubs webinar and more.
- WALC – March 2023 & April 2024 Newsletters.
- TTRN - Clack Hill (Part), Bradenstoke and Hollow Way, Bradenstoke
- Town and Parish Council update including update on potholes.
- Temporary Weight Limit on: Various Roads, Brinkworth, Tockenham and Lyneham and Bradenstoke (23.06.2024)
- WALC Executive Meeting 29th April 2024 & Minutes from Executive meeting 19th Feb 2024
- Latest news: Cabinet update, increase in fines for fly-tipping, Ask the Leader in Corsham and more.
- Town and Parish Council update
- An insightful webinar about fraud and scams by Paul Stratton 19<sup>th</sup> April 2024
- Briefing Note 24-08, Draft Licensing Policy 2024-2029 consultation.
- Visit Wiltshire - Digital Publications
- Visit Wiltshire - Partner Newsletter - April 2024
- Briefing Note 24-07 New HRC van and trailer permitting scheme
- TTRN - C123 (Part), Clyffe Pypard road closure

- Latest news: Deadline to register to vote in PCC election fast approaching, fines for fly-tippers, be tick aware and more.
- T&P Clerks / Council Meeting Notes - 23 March 2024
- SSEN PSR Digital Toolkit
- Chief Constable's fortnightly letter to the PCC – 01/04/2024, 26/03/2024, 04/03/2024, and 06/02/2024.
- Project Gigabit update
- Latest news: Investment in Wiltshire's roads, play your part to reduce food and plastic waste, Wiltshire Summer Arts Programme and more
- Update for Town and Parish Councils including grass cutting.
- Right Care Right Person to be rolled out in the Wiltshire Police area.
- Taxi Licensing - Creation of a Single Licensing Zone for Hackney Carriages
- Latest news: Millions invested in roads, new bus service, 99% of Wiltshire children given top three secondary school preference and more
- Wiltshire PCC marks one year since new Chief Constable's appointment
- University Bursary Grant - Wiltshire & Swindon Young People
- PCC supports more community groups by awarding grants via Community Action Fund
- RE: Briefing Note 24-04: Development of Cultural Strategy for Wiltshire
- National funding to tackle anti-social behaviour and violence welcomed by PCC
- Latest news: Take photo ID to vote, have your say on your community, love is in the air and more
- Maintenance Plans 2024/25 - 2029/30 for RWB & Cricklade.
- Briefing Note 24-04: Development of Cultural Strategy for Wiltshire
- Dorset & Wiltshire Fire and Rescue Authority - Public consultation on our draft Community Safety Plan 2024-28
- Latest news: Leader's cabinet vlog, free paint at HRCs, leisure membership offer and more
- Green light for budget proposal will see improvements continue for Wiltshire Police
- New App to support children visiting GWH
- Tourism

### Other Items

- Invitation to our network meeting "Engaging with the Local Community" on 16th May. No volunteers to attend.
- D-Day 80th Anniversary Event on 6th June 2024 RWB. **DK** to circulate to villagers.
- WILTSHIRE POLICY ON 20 MPH SPEED LIMITS AND ZONE – Covered.

- Tractor issue Tockenham Fri - Sat. Covered
- Meteorology Service for Authorities
- Local area priorities consultation - **DK** to check if circulated to village.
- "New village BBQ" - at shared cost by all organisations. KW advised that the barbeque has been thoroughly cleaned and serviced and should be okay for further use. Should a new one be required in the future, it is possible that a barbeque will be hired.
- Lyneham Banks repairs – Spring 2025 for work to be completed. Has been tendered and company agreed. Work due to start later this year
- Water Restoration Fund Application available. Apply for a grant for collecting water, unable to apply for one for the shed, there were plans to purchase water butts to collect rainwater from the village hall. Kris was to look into this. **DK** will chase.
- Litter picking equipment - request. - £14.75 for four black bag hoops and £11.99 for four Litter pickers. DK proposed and RW seconded. KW will purchase on behalf of PC.

KW has requested black sacks from Wiltshire Council.

KW advised that verges are due to be cut from now on and in fact some were cut yesterday.

- Notes from RWB&C Community Safety Forum April 12<sup>th</sup>, tractor issues within Tockenham and from 8<sup>th</sup> March. Covered above.
- Defra's Property Flood Resilience (PFR) Repair Grant Scheme – Storm Babet (Oct 2023) & Storm Henk (Jan 2024). KW advised that pictures and information on affected properties have been passed to Wiltshire Council and a meeting was held with the people affected and forms completed as requested. This information was used by WC to look at highway issues. A meeting should be held on 11<sup>th</sup> June and recommendations will be received for local landowners to improve the situation.
- Town and Parish Council update including - Update on the next stages of Local Plan and Gypsy and Traveller Development Plan. - Usual weekly information.
- Briefing Note 25-06 - Management of Council business and publicity during the pre-election period. This referred to PCC elections.

- SID Scheme update meeting. Does not apply to Tockenham.
- Royal Wootton Bassett and Cricklade: Highways Matters event. KW attended this meeting. Brief by Christopher Clark, KW raised concerns about verge cutting in the village which did not happen until very late last year (November), verges were damaged by the highways contractors. KW asked if we could be cut earlier this year. This is not likely to happen as it would make it too long for the South of the county to wait. KW waiting to hear back from person organising cutting.
- CPRE WILTSHIRE BEST KEPT VILLAGE COMPETITION - LAURENCE KITCHING AWARD – closing date 31<sup>st</sup> May. DK asked if we are able to use last year's report and map for this year as things have not changed. **RH** agreed to check with organisers. Judging in July.
- Market Garden at Tockenham. Bowds Lane – for Neurodiverse people, no progress.
- Briefing Note 24-03: Community Governance Review – Did not affect Tockenham.
- Briefing Note 24-02: Septic Tank Upgrade Communications Campaign - Revamp Your Tank. **RH** to send to **DK** again to forward to village.
- Inauguration of the RWB Town Mayor. KW to attend, 16<sup>th</sup> May.
- Invitation to campaign to Protect Rural England – 16/7/24 – 9 am at Marlborough. RW will attend AGM in Malmesbury.
- Arrange date to set JM and NP up on bank to be able to set up payments. JM already on bank records so just need showing how to set up new payees. KW has been unable to set up NP on the bank and contacted Lloyds who have advised a new way to apply. KW and NP to look at this on 17<sup>th</sup> May.
- RW and NP to have photos taken to update Councillor details online and on notice boards. **RW** and **NP** to send **RH** photos.
- Insightful webinar to be held on 12<sup>th</sup> June about fraud and scams information sent around all.
- North Operation flooding meeting to be held in July. KW to attend.

**All previously circulated.**

## **7. Planning**

### **Lilybrook House**

The house is in Tockenham, the works applied for are in Lyneham. Application to change building into single story dwelling.

No objection, concern re access. **DK** to submit comments. **Not yet Determined.**

**Nothing open for Lilybrook House RH to check with AB.**

**Upnans** - Bungalow at top of village as you leave, toward Lyneham, a new structure is being built (opposite Red Lion Cottage). Criteria for Class E building

states structure should not be more than 50% of the land left following building. There is also a height restriction. Does it need planning permission? **DK** to query

PL/2024/01282: 6 The Hillocks, **This is also known as Upnans.**

Lyneham, Chippenham, SN15 4DJ: Consultation – Retrospective request for planning.

**Approved with Conditions – 28/03/2024.**

**PL/2024/02140** Spinners End, 24 Primrose Hill, Tockenham, Swindon, SN4 7PG: Consultation – Replace Garage. This is also known as Crooked Billett. This was the original name and has been changed back to **it**.

*TPC agreed to support this application. **RH** to submit comments.*

**Approved**

**PL/2024/01576** - Householder Application Address: **Glebe House**, West Tockenham, Swindon, SN4 7PJ Proposal: Single storey rear and side extension (minor changes to consent PL/2023/01345 granted on 27th April 2023)

*TPC support this application. **RH** to submit comments.*

**Decision Date: 09-04-2024 Decision: Approve with Conditions.**

**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."

**Under Consultation. Several objections to planning raised.**

Application Ref **PL/2023/05836** - Removal or Variation of a Condition

Address: Jacobs Park, Land adjacent to 40 Marlborough Road, Royal Wootton Bassett, Wiltshire, SN4 7SA

Proposal: Variation of condition 4 relating to PL/2021/04476 (The change of use

of land to provide an extension to existing Gypsy site, consisting of four pitches including 4 mobile homes, 4 day rooms, 4 touring caravans and associated hardstanding and landscaping)

Applicant Name: Mr E Lee Case Officer: Callan Powers

Decision Date: 17-04-2024 Decision: **Approve with Conditions**

Application Link: <https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001BJrsd>

**Decision Deadline Date 17/04/2024 Approve with conditions.**

### **PL/2023/08362**

Application No:

Application Type: Full planning permission

Proposal: Conversion of an existing stone barn into a small family home

Site Address: Barn to the West of Meadow Court, Tockenham, Swindon, SN4 7PH

Applicant: Mr T Thistlethwaite and Ms T Rowe

### **AMENDED PLANS/ADDITIONAL INFORMATION**

Further to our previous notification, please note we have now received amended plans and/or additional information for the above proposal.

### **Under consultation.**

**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.

**Under consultation**

### **PL/2024/02330 – Repairs to Lyneham Banks**

*TPC submitted comments of support.*

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

Invoices to be approved.

- Clerks Salary - for May 24, £268.80. This does not include pay increase.



- HMRC for May 23 Clerk's salary £67.20
- JM Container for Village £15.99
- Wall Mounted Dog poo bags, JM £11.60
- WALC subscription £100.19
- Internal Audit Invoice £65.00
- Flowers for village JM £235.99
- Whiteboard for EPM £84.99

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

**Invoices approved unanimously.**

To note Bank balance £38,458.43 as of 8<sup>th</sup> May 2024

Income and Expenditure Noted.

Documents circulated to councillors before meeting.

**8. Highway Matters**

Topo survey – Tockenham – KW passed out details ready for the meeting next week, which option, 1 or 2 to accept for the new passing place at Rowley Copse. Although we can opt for one option, LHFIFG will ultimately decide which or both options can be adopted. Tockenham will be required to pay 25% of the total cost of the new passing place. Meeting agreed that option 2 is the preferred option. Cost of £12k all agreed.

**9. Play Area:**

Feedback from JM on sinkage. JM has contacted a company in Devon but they have not responded despite reminders. DK asked all to see if they can find details of a company who may be able to find out if the sinkage is due to an old septic tank or not and how the issue can be resolved.

May have to consider roping off the area affected as there are more people/children using the park now the weather is improving.

JM advised that the bin near the park was emptied recently and she noticed the workman taking pictures of the contents. When asked why, he informed her that his boss required evidence of how much the bin is being used. If the bins are not used enough they may be taken away.

**10. Environmental Matters**

Feedback from RW – need to decide how we want to improve the environment in the village.

Ammunition 1 – Air pollution, plastics etc.

Funding Alert: Wessex Water Environment Fund Grants

Water Butt? For things in the village. Not likely to submit an application for water butts owing to the low costs.

LNRS Newsletter – April 2024 – short list being drawn up and RW will look at this to see if it will help in the village, if not, we should look at what would be helpful.

## **11. Rights of Way**

Feedback from NP

Walk on 2<sup>nd</sup> June. 11:00 am. Dogs on leads. Followed by a Ploughman's.

Looking at areas that need some clearing and liaising with Warden.

**12. Area Board Meeting 26<sup>th</sup> June.** KW to attend. RH to ask AB for dates and locations of future meetings.

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

Mr. Moore advised that several horse riders walk past his house with dogs off the lead so they do not therefore know if the dog has been to toilet. Mr Moore asked if a notice could be put up for riders to be aware.

## **14. Dates for future meetings.** See above

**Emergency Planning meeting** - next meeting set for 10<sup>th</sup> July. JM unable to attend.

Bill Moore to attend to offer advice. Bill will need to know aims and objectives at least two weeks prior to this date.

Strategy meeting to include roles of councillors, environmental issues and EPM strategy. To be held on 4<sup>th</sup> June.

**Date of Next Meeting:** 3<sup>rd</sup> July.

### **Future Meetings:**

To be held on Wednesdays unless majority unable to attend.

4<sup>th</sup> September 24, 6<sup>th</sup> November 24, 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.