

TOCKENHAM PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
Tuesday 12th March 2024 at 7pm

1. Present: Cllr D Kirby Chairman (DK), Cllr Julie Marshall (JM), Cllr Nick Polkinghorne (NP), Wiltshire Councillor Allison Bucknell (AB), Rita Harris (Clerk) (RH)
Three members of the public attended.

AGENDA

ORDINARY AGENDA:

2. **Public Question Time** – an opportunity for members of the public to address the Council on any Council matter.

Three members of the public attended the meeting, Caroline and Chris from Primrose and Ian Carter, Queen Annes Court.

Caroline and Chris discussed their planning application to replace their existing garage with a secure garage on the existing footprint. Block built garage that will be clad in wood to look similar to existing. Roof with pitch back. This will allow secure storage. DK asked about a ditch/pipeline running under the existing garage, as advised by Mr Barnes. Caroline confirmed that this has not been identified on the survey/search.

There have been bundles of kindling found in and around the empty property near 24 Primrose. DK suggested that Mr Cowling might look into this.

Mr Carter had no questions to raise.

3. **Report from Wiltshire Councillor**

Wiltshire Councillor AB joined that meeting after the start having attended another meeting. AB gave her input at appropriate places on the agenda.

4. **Apologies for absence:** Cllr Kevin Woolnough (KW), Cllr Richard Walker (RW).

5. **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.

6. Minutes – The Council to approve as a true record the Minutes of the Parish Council Meeting held 16th January 2024

Proposed by JM, Seconded by DK all minutes as a true record of the meeting. DK signed as a true record of the meeting.

Agreed unanimously by members who were present.

Minutes previously circulated.

7. Clerks Report –

Noted/for information items will not be discussed unless request made:

DK asked if there was anything that needed to be discussed from the information only list. None.

- Chief Constable update to the PCC
- Town and Parish Council Clerks 26th January & 29th February
- Wiltshire Council Latest news: 2024/25 draft budget proposals, Ask the Leader in Warminster, take the stress out of parking with MiPermit and more.
- Millions invested in roads, new bus service, 99% of Wiltshire children given top three secondary school preference and more.
- Update for Town and Parish Councils 9th Feb and 1st March.
- Wiltshire PCC marks one year since new Chief Constable appointment.
- Minutes from WALC Executive meeting 19th Feb 2024
- WALC -January 2024 & February 2024 Newsletter
- University Bursary Grant - Wiltshire & Swindon Young People
- PCC supports more community groups by awarding grants via Community Action Fund
- Briefing Note 24-04: Development of Cultural Strategy for Wiltshire
- National funding to tackle anti-social behaviour and violence welcomed by PCC.
 - WC: 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.
- Join us for a free demo of Wiltshire Together Community Platform

- 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. 9th Feb.
- Green light for budget proposal will see improvements continue for Wiltshire Police
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- New App to support children visiting GWH.
- Tourism
- Briefing Note 24-02: Septic Tank Upgrade Communications Campaign - Revamp Your Tank
- Neighbourhood County Parish Forum – April.
 - Horizon - How to Navigate the Changing Risk Landscape – WALC
- PCC says operational priorities set by Chief Constable are working as residential burglary and violence decreases.
 - Latest news: 2024/25 budget webinar, grab your MMR vaccinations, Street Tag is coming to Wiltshire and more.
- Last chance for residents to have their say on proposed increase to policing precept.
 - Operation Scorpion Briefing
- Temporary Closure of: A429 M4 Roundabout Junction 17 (Part), Stanton St Quintin and Temporary introduction of 40mph Speed Limit: Various Roads, Stanton St Quintin and Kington Langley (29.04.2024).

Other items: -

- Christmas Tree funding. JM will do an open garden this year with coffee and cake to raise money for this year's funding for the tree. Caroline offered to help.
- Northern Area Planning Committee, Wednesday 31 January 2024. No items for Tockenham. (Any planning queries).
- RWB&C Area Board Community Safety Group notes - 12th January 2024. New Chief Constable attended meeting and spoke at the meeting. (Katherine Roper) and making groups more answerable.
- RWB&C Area Board Community Safety Group Friday 8th March – anyone attend? Crime Stoppers attended and gave a presentation.
- Royal Wootton Bassett and Cricklade: Highways Matters event 13th March. KW to attend.

- Wiltshire Summer Arts Programme – Village Fair? KW to look at re advertising the village fair.
- Lyneham Banks Update 29.02.24. Opening likely to be early 2025. Will need underpinning. Design complete, now out to tender. Due in end of March.
- CPRE WILTSHIRE BEST KEPT VILLAGE COMPETITION - LAURENCE KITCHING AWARD – Closing date 31st May. As Tockenham won last year they are not allowed to enter the best kept village competition but are invited to enter the Laurence Kitching Award. KW suggested that the Village Hall coordinate and organise volunteers to do their areas this year, the Church look after their area. Judging will be on one day for this competition. DK confirmed that this will be raised at the Annual Parish meeting to be held on 10th April.
- Market Garden at Tockenham. There is a field on the way to Greenway that has been sold but we have heard that it is being considered as a Market Garden. This will be for people with neurodiversity to assist. AB joined the meeting. KW raised that this could involve more traffic in the area. AB commented that the field in question is in Babbs Way, there is an area that has been sold and this is where the planning application (retrospective) change of use, to have an education centre for neurodiversity children who are not in education for one reason or another. Two or three there at a time. It is not known who has bought the field in Greenway although there is a Mailbox at the front of the land, and gravel has been put on the land.
- Anyone interested in becoming a Trustee for Community First? No.
- Briefing Note 24-03: Community Governance Review – Affects nearby towns.
- GWH Way Forward – Teams Meeting on 20th March if anyone wants to join in.
- Self-Watering Planters, Parish Noticeboards and Recycled Benches... And More! **JM.** JM advised that the costs are high for these items.
- Redundant PC mower – need to clear shed. NP will donate £20 to the Christmas tree fund and have the old lawn mower.
- Legal Updates - Money to Religious Organisations, s137 amounts and Procurement Update. Does not affect Tockenham.
- 2024/25 budget webinar – 1 February at 5:30pm – Attendees? No. AB advised that Wiltshire Council has come in under budget this year.
- Neighbourhood Planning - agreed to look at this one when the Emergency planning is completed.
- Litter Pick. This took place on 2nd March and was very successful.
- Sinkage in Park. Site visit took place 11th July. Ultrasound recommended. Nothing heard, DK has chased and will do so again and copy in AB. £2k from this year's budget to be earmarked to cover cost of repair for sinkage.

- Community Ownership Fund –Next round of Community Grants we will look at moving this forward. **Carried forward from previous meetings.**
- **The Hall:-**
- There is damp in the village hall that a quote came in at £11k. The lease for the Village Hall runs out in 2034. There is concern that we spend more on Hall than the length of the lease warrants.
- The lease states that the hall should be in the same state at the end as it was in 1977 when the lease was signed. DK and KW to visit David Barnes in New Year to discuss the situation. This meeting has been held. Have asked for an extended lease to have some safeguard over the Village Hall, playground etc. *(DB was asked to consider donating the Village Hall to the Village.) Not sure that we should include in minutes.*
- Extra cash left over from funding from SSEN will be used for costs incurred for the Emergency Plan. (fuel for generators to be taken from this amount)
- Emergency Plan –Level one completed and approved. Level Two meeting held on Tuesday 9th January. DK to update W C with our progress. Requests have been put to the village for anyone who might be able to help with 4x4's, electric vehicles, medical knowledge etc. Practise run to be held.
- Councils - Connect your community to the Slow Ways national walking network. **DK** will check this out. Carried Forward.
- CPRE WILTSHIRE BEST KEPT VILLAGE COMPETITION. Tockenham received a cash prize of £200. To discuss what this will be spent on next meeting. Possible new sign for village hall. New sign has been received and will be installed. Cost of £157.00. Receipt given. **JM** will consult with Chair of Village Hall about putting the sign up.
- Presentation being given by the Counter Terrorism Team Tuesday 30th January 24. Might be useful for Village Fair?
- Share your priorities for nature recovery in Wiltshire and Swindon. Please complete survey.

All previously circulated.

8. Planning

PL/2023/08536 - Works to a Listed Building

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

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

Discussed at EPM 7th November and comments submitted to Wiltshire Council.

Tockenham Parish Council have no objection to this application as it is using an existing building - making it a Brown Field Site. Also, it fits in with the Tockenham Neighbourhood Plan which looks to limit development to 10 homes over the 10 years of the Plan (we currently have 3 homes - and 2 ancillary

accommodations). Our only concern is the expected extra traffic movements on our narrow, single-track lanes. We hope that this application will give extra credence for an extra Passing Place - as submitted recently to our LHFIG team.

Under Consultation

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

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.
Not yet Determined.

TPC comments submitted:

*Tockenham Parish Council
Member of the Public
Stance : Object*

Your Comment:

"Tockenham Parish Council oppose this retrospective application. We feel that the building is totally out of keeping with the environment in which it has been placed.

It has been built far too close to the C120 and it sits too high against the hedge-line. We also feel that the materials are too harsh and stark for a garden setting. (Far more in keeping for an industrial estate.)

All in all, it is just too imposing and unsuitable in its current location.

It is unfortunate that an application was not made prior to the construction."

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.*

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.*

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.

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

Invoices to be approved.

- Clerks Salary - £268.80
- HMRC for Clerk's salary £ 67.20
- Payroll invoice for 24/25 £75.00
- Fuel for Generators KW £34.45.
- **RETROSPECTIVE: £248.60** to Village Hall as contribution to tables and chairs. (Paid 14/02/24).
- Community First Insurance £447.32 – Assets: Shed £7960.00, Lawn Mower £1667 Two picnic benches £212, Bus shelter (brick) £1750, Loss of equipment in Clerk's home £2500 (TPC items), four public seats £1400, Playground equipment £15k, War memorial £5306, Notice boards £2545, Oak bookstore £650, Petrol Generators £1798.
- Litter-pick refreshments - £7.29 to DK.
- Ancient Map of Tockenham (1923) – Agreed that a donation to be made toward the Church roof fund of £100 to cover the cost of the map. **JM** will get bank and account code information to make the payment.
- Petrol for lawn mower £7.33 JM.
- Sign for Village Hall (from SSEN fund) £157.00 JM

To purchase: Whiteboard for Emergency Planning – 6'x4' is very large. Smaller one that is portable.

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

Invoices approved unanimously.

To note Bank balance £33,930.30 as of 6th March 2024.

Precept will be paid in two parts this year as it is over 10K. First half in April 24, the rest in September 24.

Income and Expenditure Noted.

Documents circulated to councillors before meeting.

10. Highway Matters

Road Treatments – Agreed by LHFIG. Some of our lanes to be included. Details to follow.

Everything outstanding on the list of issues (Appendix A) will be addressed at the meeting on 15th March with David Arnup, KW and AB.

Gullies are under Highways and need cleaning first then the Drainage team should take over. AB has been promised that Tockenham and Lyneham will be top of the list.

Road surface on Orchard Lane (park, pond to T-junction). Has been reported.

Request from resident for “No Parking” sign outside Heron Pond Cottage. Discussion around passing places and signs required. To be raised at LHFIG meeting need for Passing Place Only signs. Cost of Signage to PC agreed by email at £221.00 to be presented at 10th Jan 24 LHFIG meeting.

Update – Passing Place signs due to be fitted w/c 18th March.

Storm Ciarán - Reporting Flooding. This followed storm Babet. Bluebell Hill was flooded again. KW reported to Martin Cook. KW checked maps to see if new culvert justified. Able to see streams on local maps, reported Mermaid Corner to Martin Cook, should be blasting drains again. MC agreed that there should be a culvert in the area of Bluebell Hill and he will visit to examine

General update from KW- DK to cover on meeting night including some Highways points.

Next LHFIG meeting postponed to 22nd May

No Parish Steward visit this month due to holiday

One pothole filled at Greenway.

Verge cutting – will the North get done first this year? No.

11. Play Area

Appears that Hayden Bernard has left Idverde. Awaiting response from Wayne Fripple.- see above.

A gentleman has been coaching some footballers on the play area. DK contacted our insurers. Coach has full insurance cover. Coach will be liable for insurance unless injury is caused by the field etc.

12. Rights of Way

Feedback from NP.

Tock11/10 + Brin 82/10 – obstructions

KW is to show NP how to report issues with Rights of Way. There are some obstructions on the Rights of Way.

13. Environment

Feedback from RW – *Postponed to next meeting.*

Briefing Note 23 - 32 Response to recent Council Climate Action Scorecards. – **RW** to look at and advise.

Briefing Note 24-05: Wiltshire & Swindon Local Nature Recovery Strategy.

Local Nature Recovery Strategy: Invite to user testing workshop Tuesday 20 February at 3pm - 5pm.

Tockenham Parish Council support for Climate and Ecology Bill.

14. Councillor reports

> Update on War Memorial ownership – KW has checked back on old minutes, nothing on ownership of War Memorial. KW will ask Mr Barnes to look at his deeds.

> Update on lease situation – See “Other Items”

> Update on ‘Stones’ DK saw resident and spoke to her about the issue with the stones in the village. They are there to protect the verges in areas important to residents. Trees planted along the lane here are all memorial trees and are thus protected by the stones. Resident has accepted DK’s explanation – but remains concerned about any danger to vehicles.

New woodland – This year we must help look after the new wood planted last year. This is part of the agreement to have the trees.

15. Date of Next Parish Meeting: 15th May 2024, following Annual General Meeting.

Dates for future meetings.

Annual Parish Meeting 10th April 24

Annual General Meeting 15th May 24.

Clerk reminded the Council that the meeting on 15th May is when new officers can be elected to Council posts. Following the Annual Parish meeting, nominations for Chair and Vice Chair will be required.

N B New Banking Hub opens in Royal Wootton Bassett on 13th March.