

TOCKENHAM PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
Wednesday 3rd July 2024 at 7pm

1. Present: Cllr D Kirby Chairman (DK), Cllr Kevin Woolnough (KW), Cllr Julie Marshall (JM), Cllr Richard Walker (RW), Cllr Nick Polkinghorne (NP), Wiltshire Councillor Allison Bucknell (AB), Rita Harris (Clerk) (RH)

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).

No members of the public attended.

Reports from Wiltshire Councillor

To be heard during meeting.

2. **Apologies for absence:** None.

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 14th May 2024.

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

5. **Clerks Report** –

For Information only

- **General election update**
- Latest news: Your questions answered on the general election, improvements to leisure centres, Solar Together and more
- **Save the Date Civic Service Sunday 13th October 2024**
- TTRN Trow Lane (Part), Brinkworth 18th June 2024
- VisitWiltshire Partner Newsletter - May 2024, June 2024

- PCC visits organisation supporting victims of domestic abuse after awarding grant
- Latest news: General election update, new events app, update on Trowbridge leisure centre and more
- Flood Warden Newsletter - Spring 2024
 - Latest news: We've issued our largest FPN for fly-tipping, significant investment to improve planning service, could you become a volunteer and more
- From the PCC's desk - Keeping Councillors Informed
- WALC - new Local Council Advisor - Ian Nockolds.
- "Wilts & Berks Canal Trust" Royal Wootton Bassett June 2024 Newsletter
- Southern Policing Hub takes a further step forward.
- Town and Parish Council update – May 2024
- Briefing Note 24-11 Management of Council business and publicity during the pre-election period
- Volunteers Week, The Big Help Out & More!
- News and Views. issue 5 – Age UK
- WALC Executive Committee Minutes from April 29th
- WALC Newsletter May 2024 & June 24.
- Urgent review into more than 3,500 Clare's Law disclosures completed.
- More street wardens funded to help tackle violence against women and girls across Wiltshire
- Wiltshire Police taken out of 'special measures'
- Briefing Note 24-10, Local Development Order consultation- Revamp Your Tank scheme
- New Mayor and Deputy Mayor of Swindon
- Free level 2 training courses available to Parishes and residents
- Latest news: Investment in our highways, CCTV to stop littering, new construction method for affordable homes and more
- New Mayor and Deputy Mayor Royal Wootton Bassett
- Welcome to Ian Black new Trail officer at Ridgeway National Trail.
- Latest news: Leader's vlog, pay less for a waste composter, Mental Health Awareness Week and more
- Town and Parish Council update – May 24.

Other items: -

- Agenda for Royal Wootton Bassett and Cricklade Area Board, Wednesday 26 June 2024, 6.30 pm – see *Highways*.
- **Environment Agency Online "Lunch and Learn" Sessions**

The online sessions will run from 12.30 to 1.00pm with the drop-in events open from 12:30-3:30pm.

- **Introduction to the Flood Warden Role – Thursday, 18 July (online)**
This is a good session for both new and experienced Flood Wardens and includes a short presentation that could be used in your community to promote flood awareness and resilience whilst also explaining the Flood Warden role – particularly helpful when looking for new volunteers!

- **Visit the Incident Control Room in Bridgwater or Blandford – Thursday, 15 August (drop-in session in Bridgwater Office and Blandford Office)**
Drop-in and see how we manage flood incidents and how the Flood Warden role fits in.
- **Risks and Hazards Awareness and Staying Safe – Thursday, 19 September (online)**
An interactive session for Flood Wardens and volunteers identifying potential flood risks and hazards, dynamic risk assessments and how to stay safe.
- **Flood Plans & Flood Warden Action Cards – Thursday, 17 October (online)**
Join us for an open session – speak to us if you want any assistance developing or reviewing your plan; hear about some of the good examples and templates available and check out our simple and effective Flood Warden Action Card that can be easily adapted for your community.
- **Online Flood Information and Warnings – Thursday, 21 November (online)**
We will take you on a tour of www.gov.uk/check-flooding where you can check current flood risk, 5 day flood risk, current flood alerts and warnings, find river, sea, groundwater and rainfall levels in your area, check long term flood risk from main river, sea and surface water and how to make sure you are signed up to receive the correct Flood Alerts and Flood Warnings for your community as a Flood Warden.

KW had wanted to attend the 18th July meeting but was on holiday so has requested a copy of any notes from this meeting. KW will try to attend 19th September, which is an online meeting. If KW unable to attend, NP will try to attend.

- **RWB & Cricklade Community Safety Forum Notes- June 14 2024.**
KW attended, Paul Croft from Wiltshire Police talked about dog owners and how to be a responsible dog owner. Meeting notes contained a K9 table of aggression. Next meeting 12th July, 12-1pm online meeting. Guest speaker is Sarah Holden giving a talk on road safety watch for the Police.
- **Briefing Note 24-13: Housing Land Supply and Housing Delivery Test. 7.8k for Wiltshire new housing. Delivery test is to check if Wiltshire is fulfilling their obligation. Currently above requirements.**
- **Town and Parish Council Forum reminder – Planning meeting held in Trowbridge. No-one attended from Tockenham. Was an interesting meeting.**
- **Positive Conduct, Positive Democracy Campaign - implications of signing up to the Charter. Councillors agreed to sign up to the Charter. RH to respond.**
Standing Orders – **RH** to send out to all again and to check that they are on Website.
- **Defra's Property Flood Resilience (PFR) Repair Grant Scheme – Storm Babet (Oct 2023) & Storm Henk (Jan 2024) June Update. Those affected by the storms have applied for repair grants if they wanted to.**

- Notes from RWB & Cricklade LHFIG meeting 22-05-24 – *See Highways.*
- Has Wiltshire Council made a firm commitment for the number of Travellers' Sites. Information has been circulated to councillors. AB advised that there is likely to be an announcement of Policy shortly to start the consultation process.
- The Wiltshire & Swindon Rural Housing Needs Project - Community First Wiltshire & Swindon is now offering an advice and support service to help rural communities meet such housing needs through a Rural Housing Enabler Project. Does not affect us at the moment but could in the future.
- An insightful webinar about fraud and scams by Paul Stratton 10th June
 AB attended this. Advised be suspicious about logos, trademarks etc. Be vigilant.

All previously circulated.

6. 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.

Issued Decision: Approve with Conditions

Decision Notice Sent Date: 31/05/2024

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."

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.

Under consultation

Apple Thatch at Greenway – Looks as if two dwellings are underway. Previously had planning agreement for half garage half dwelling, this was replaced by a further application agreed for a bungalow – this is almost finished. Appears that both buildings are being built. To be queried with Planning Enforcement. **DK**.

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

Update on NP bank application and equipment. – All sorted. KW thinks that the Lloyds Bank procedure has changed and he was unable to complete online.

Invoices to be approved.

- Clerks Salary - £295.80 (Includes backpay to 1st April 24).
- HMRC for Clerk's salary £73.80
- Prizes at village Fair and watering can £22.97
- JM - £8.04 Fuel for mower
- Litter pick equipment KW £14.75 & £12.99
- Flowers for village DK £26.80.
- Clerk's ink £25.43

Revised Spend sheet to be emailed to RW and NP. **(RH)**.

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

Invoices approved unanimously.

To note Bank balance £37174.66 as of 27th June 2024.

Income and Expenditure Noted.

Documents circulated to councillors before meeting.

8.Highway Matters

Illegal Bus parking – Lots of residents getting involved so KW has kept councillors up to date on what has been happening. KW had spoken to Stagecoach re illegal parking, and this stopped, however, it started up again. KW contacted AB for support as local police had not been able to help. KW was contacted by Gareth Edwards from the police for more information and the concerns of a possible accident resulting from buses being parked where they were. This was then sorted. This has been reported in the Parish magazine.

Speeding – Martin Rose visit to discuss possibilities. – This has been ongoing for several years and was raised again at the last meeting. Meeting to be held on 6th August with KW, AB and Martin Rose. Results will be published in the Parish magazine. Any remedies will have to be approved by LHFIFG.

Notification of Strategic Planning Committee - PL/2024/02330 - B4069, Lyneham Banks, Lyneham, Chippenham, SN15 4AA – Work will start in July and will be going for 12 hours daily, and likely to last for six months. 15th July a meeting will be held to 'Meet the Contractor' at Bradenstoke Village Hall. DK unable to attend.

Appendix A – Highways –Following a site meeting in March 24, updates were promised on all items. This has not been forthcoming, but a phone call today advised KW that this would be received by 12th July.

Field View – fractured pipe.

Temporary Closure of: Trow Lane, Brinkworth and Tockenham (22.07.2024)
DK will advise village.

Temporary Closure of: Bowds Lane, Brinkworth and Tockenham (15.07.2024)
DK to advise village.

Parish Steward Visits 26th June, 24th July, 25th September, 24th October, 27th November and 19th December 2024.

Update on LHFIFG meeting. – 22nd May covered new passing place options. Option 2 agreed by LHFIFG and signed off by Area Board meeting 26th June. Road will need to be closed while this is put in place (date not yet known).

Operational Flood working group site meeting took place on 11th June, on the eight properties in the village that were affected by Storm Babet. All reports have been received today and are full, KW will read through and advise.

Next LHFIFG meeting 11th September.

Updated by KW.

9. Play Area /Grass Cutting Rota

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

JM has messaged Wayne Fripple and received an out of office reply so will contact again

Mowing going well and village looking nice.

Few items of play equipment looking rusty, DK suggested asking Kevin (maintenance) to have a look at them to see if anything can be done. JM advised that some of the equipment is old and may require replacing/changing. **RH** to forward emails received from play equipment providers.

Tyre has been replaced.

Wayne Fripple is not from Idverde, but from Geo Investigates.

Heavy duty black rubber was fitted some years ago to sunken areas and could be masking a bigger problem.

Updated by JM.

DK advised that we have still not provided details of the football trainer's public liability insurance. He is using the play area most Sunday mornings. DK has chased this and will continue to do so.

10. Environmental Matters

Feedback from RW.

AGM of the Campaign to Protect Rural England to be held in Malmesbury on 16th July, RW to attend.

Solar Together Scheme – 3rd issue **DK** to send email to village. This helps environment. Good scheme and saves money.

RW thanked KW for meeting with Tony Curralin from Clyffe Pypard Wildlife Group. RW suggested that Tockenham might like to become involved in or start their own Wildlife group and suggested that Clyffe might like to send a copy of their newsletter to us. RW to meet up with Tony to discuss Tockenham involvement in future meetings/events. RW advised of upcoming events.

Tockenham requires a 'topic' environmentally to become involved with. AB suggested Bee Keeping.

Briefing Note 24-12 explains the background and principles of the Local Nature Recovery Strategy. 50-page document with diagrams/plots with information. Split county into 11 distinct areas. Tockenham on corner of three. Residents were questioned on their priorities. Habitat is woodland/hedge ways and green spaces (Swindon area), water qualities. There will be more workshops that RW is hoping to attend.

11. Rights of Way

Feedback from NP

Walk on 2nd June. 11:00 am. Followed by a Ploughman's. This went very well and was enjoyed by all. NP suggested another walk in September before the weather turns bad. Another meal will be available. 29th September (Sunday) was suggested.

DK will book hall and advise village hall committee.

Summary in parish magazine for this month about walk and rights of way. NP to speak to Tracy Canter about her knowledge of Rights of Way as she has lots of information on this. **DK** to forward NP Tracy's email address.

Looking at areas that need some clearing and liaising.

12. Area Board Meeting 26th June. KW to attend. RH to ask AB for dates and locations of future meetings. Dates received and copied to RW. **RH** to send to all councillors.

13. Councillor reports / any other business.

Verges – last year these were cut very late, and the vehicles used cut up the verges badly. Villagers thought this had been caused by farmers contractors. We will be considered for a September cutting this year. Some corners etc have been cut, contractors drive around to see where cutting is required. Wiltshire Council commence cutting verges from September onwards.

A request from a resident has been received to fly the Union Jack flag on Armed Forces Day. Discussion on if the Union Jack flag should be on display rather than the Ukraine flag. AB suggested we follow Royal Wootton Bassett and only fly the Ukrainian flag on the anniversary of the start of the Ukraine war. To be raised and discussed at next meeting.

Best Kept Village competition (Laurance Kitching Award) – No work carried out yet. Notice boards need checking to ensure all up to date. Rights of Way notices also require checking. NP will check any RoW posts that fall in the area to be judged.

KW will fly Union Jack for the month of July for BKVC and then put the Ukrainian flag back up until a decision is made at the next meeting about which flag should be flown and when.

RH to send all a copy of the map submitted for BKVC and DK send map around village and will email Mandy Cook re church path weeding.

JM will hold a fund raiser in her garden on 17th August, 2:00 - 4:30 to raise money for this year's Christmas tree. Mandy will hold a vintage sale to raise money for the church.

The EPM due to be held on 10th July will no longer take place, instead DK and KW will meet with Bill Moore. Bill has written an emergency plan for us. Following this meeting another EPM will be arranged.

14. Dates for future meetings.

To be held on Wednesdays unless majority unable to attend.

6th November 24, 8th January 25, 12th March 25.

Annual Parish Meeting 9th April 25

Annual General meeting 7th May 25.

12th March 25 meeting date requires changing as this clashes with another meeting AB will be attending.

Date of Next Meeting: 4th September 24.