

## AGENDA OF THE BRINKWORTH PARISH COUNCIL MEETING

TO BE HELD AT 7.00PM ON MONDAY 17<sup>th</sup> OCTOBER 2016

Dated: 11<sup>th</sup> October 2016

To: Members of the Brinkworth Parish Council

*You are hereby summoned to attend a meeting of the Parish Council in the Village Hall on Monday 17<sup>th</sup> October at 7pm, for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.*

*Members of the public wishing to address the Council are invited to do so during the first ten minutes of this Meeting*

### **1. Question & Answer session (for 10 minutes)**

### **2. Apologies for absence**

### **3. Declaration of interest on agenda items**

### **4. To confirm the following Parish Council Minutes:**

4.1. Meeting held on 5<sup>th</sup> September 2016

4.2. Planning meeting held on 26<sup>th</sup> September 2016

### **5. Matters arising from previous minutes**

5.1. Referring to point 7.5 (5<sup>th</sup> Sep minutes) Wood Lane/Callow Hill hedge cutting-see note 'a'.

5.2. Referring to point 7.6 (5<sup>th</sup> Sep minutes) bus shelter update-see note 'b'.

5.3. Referring to point 8 (5<sup>th</sup> Sep minutes) Diocese planning application-see note 'c'.

5.4. Referring to point 12.2 (5<sup>th</sup> Sep minutes) Butterfly handles have now been replaced.

5.5. Referring to point 12.3 (5<sup>th</sup> Sep minutes) smoke free signage -see note 'd'.

5.6. Referring to point 13.1 (5<sup>th</sup> Sep minutes) cemetery and churchyard inspection-see note 'e'.

5.7. Referring to point 5.2 (26<sup>th</sup> Sep minutes) hedgerow removal-see note 'f'.

5.8. Referring to point 6.3 (26<sup>th</sup> Sep minutes) railway bridge update to be discussed.

5.9. Referring to point 7.1 (26<sup>th</sup> Sep minutes) fly tipping update-see note 'g'.

### **6 Highways**

6.1. Overgrown hedges-see note 'h'.

6.2. Parish Steward priorities.

### **7. Planning**

7.1 To discuss and vote on the following planning applications:

7.1.1. **16/08638/FUL** – Greystones House, The Street. SN15 5AD. **Proposal:** Erection of a double garage extension to existing detached house (resubmission of application 16/01307/FUL).

7.1.2. **16/08838/FUL** – The Old Police House, The Street. SN15 5AA. **Proposal:** Single storey rear extension.

7.1.3. **16/09511/FUL** – Flaxlands Wood Farm, Lydiard Plain. SN5 0AL. **Proposal:** Cable route to support application 14/06989/FUL at MOD Lyneham (retrospective).

7.2. Planning Decisions from Wiltshire Council:

7.2.1. **16/07211/FUL** – 2 The Common – approve with conditions.

**8. Enforcement Issues/Appeals/Concerns/Queries**

**9. Flooding**

**10. Village Hall and Village Hall Car Park**

**11. Recreation Field**

11.1. BEDSA event permission request for use of the rec-see note 'i'.

**12. Cemetery/Churchyard/Church**

**13. Correspondence**

**14. Website update – see note 'j'.**

**15. Register of Interests update – see note 'k'.**

**19. Finance**

19.1. Invoices for payment (pre-approved expenses):

19.1.1. Greenscape 9 visits - £5,400.00 (inc. VAT)

19.1.2. Greenscape visit of 19<sup>th</sup> Sep - £600.00 (inc. VAT) **Cheque required**

**20 Other matters (for discussion only)**

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Note 'a'

Clerk passed landowner details to Martin Rose in order that a letter from WCC could be sent with regards to the hedge. Martin confirmed on the 13<sup>th</sup> Sep details would be forwarded to Matt Perrot to issue a standard letter.

#### **Note 'b'**

Clerk reported damaged bus shelter to WCC (799378) Reply from WCC stated *'Thank you for your report, a works order has been raised with contractor to remove the shards of glass that are stuck in the frame. Unfortunately there are no plans at present to replace any missing panes of glass from any Wiltshire Council Bus stops across the county.'*

Furthermore a report was received and stated, *'Our contractor has advised that this issue has been resolved.'*

#### **Note 'c'**

Sam Croft was contacted via email on 27<sup>th</sup> Sep and again on 10<sup>th</sup> Oct, stressing the need for an update.

#### **Note 'd'**

2 smoke free signs have been received for the play area in the recreation field. These will need to be put up.

#### **Note 'e'**

Update from Chairman Threlfall, *'Arnie, Susan and I examined the tombs in the churchyard this afternoon. They seem to be secure and few show any inclination to move even when leant on. There were a couple of minor repairs (propping one stone more upright, securing the top of a pyramid, adding another wire to the wired table tomb) as well as some tidying of ivy and brambles and perhaps strimming behind the tombs to the West boundary. I think the wiring is the only job that would need a professional - Arnie believing he could manage the other securing work.*

*I would propose to BPC that we determine to examine the tombs on a 6/12 monthly basis.*

*Then we joined John Beresford and Robin Cope to examine the tombs in the cemetery. We found a couple of stones that were so concerningly wobbly that we laid them flat at once. There are about a further 2 or 3 that are a little wobbly as well as the Collingborn crosses which are almost all quite loose on their stands and need to be secured one way or another.*

*We also considered the ash tree at the front and different opinions were voiced as to whether the tree should be removed or the wall altered and the tree only trimmed.*

*We walked down the footpath between the cemetery and St Michaels Close to consider whether a fence was needed and also to examine the trees at the end which are the subject of complaint. We thought that these could be trimmed of the branches that hang over the path by members of the BPC but we have to arrange a time when noble volunteers could spare some time.'*

Councillor Bradley has also designed a spreadsheet to capture details of inspection visits.

#### **Note 'f'**

Email received from Allan Brown regarding the hedgerow removal, *'The footpath you mention is south of the site and down by the railway line. I assume you mean BRIN81. I attach a plan for your perusal. I have though seen the hedgerow (or lack of) (see attached photo – please confirm) that you have commented on and await a discussion with Mr de Souza regarding the same. I will update you again as soon as possible after my discussion with Mr De Souza.'*

### Note 'g'

Clerk reported fly tipping to WCC (818167) and to Councillor Sturgis. WCC replied to say this was in hand and they were working to resolve as soon as possible. As at 4<sup>th</sup> Oct, it had not been removed.

### Note 'h'

Councillor cope has received several complaints regarding overgrown hedges in the Parish.

Furthermore the Clerk has received the following letter. *'I would like you to bring the Brinkworth Council's attention to the dangerous situation now presented to walkers in negotiating the right hand bend, travelling west on Causeway End , B4042, at the end of the 30 mph limit, SN15 5DH. The hedgerow on the bend has overgrown so much, that you can no longer walk on the grass verge and are forced to face oncoming traffic walking in the road. At the bends commencement you cannot see the traffic and must wait until it is quiet in both directions before starting to walk. Because it is a left hand bend for the traffic, most vehicles are tight to the inside, almost brushing the hedge and usually at around 40 mph as they come out of the 50 mph limit.*

*My wife, walks this way after returning from Swindon on the bus. She needs to wear hearing aids so finds it even more frightening trying to make her decision to 'go', on reaching the bend. The alternative to walk on the opposite side of the road, presents its own problems in that the traffic is approaching you from behind and you are unable to see the eastbound traffic, being on a double bend, when you try to cross.*

*I did notice this subject was raised in a council meeting around July, when it was stated that they would try to establish who owned the hedge. I can advise that the field and hedge is owned by the occupier of 'Dapple House', Causeway End, SN15 5DH.*

*Another matter relating to the same field. There have been three plastic bags of sheared brown wool left on the outside of the double entrance gate for around three months. The sheep belong to the occupier of 'Kincroft', Causeway End, SN15 5DL, who I understand rents the field. Obviously, with the nights now becoming colder, this wool will attract vermin to nest in it. I trust this matter will also receive the Council's attention.'*

### Note 'i'

Email received from Helen Clarke – Co-Chair of BEDSA. *'During the last summer term the BEDSA co-chairs met with the school children's council, which is made up of 2 representatives from each class, to discuss their ideas for events they'd like BEDSA to organise. (We also spoke to them about what we should raise money for - we believe the Head is still pondering their suggestion of a swimming pool in the playground!)*

*The children had some superb ideas for events and one of them was to have a Circus. We thought this was a brilliant suggestion and a really good family event to follow the success of the Wurzels event this summer. After doing some investigation we have found a PTA UK approved and recommended family circus called Happy's. They are incredibly popular and when I called to enquire about booking they could offer me only one date in this academic year.*

*We'd therefore like to request the Parish Council's permission and support to hold this event on the recreation ground in Brinkworth on Sunday 7th May at 2pm.*

*The Circus would arrive at 8am on the day of the show and start setting up the traditional 'Big Top'. The show lasts 2 hours and has a 30min interval. At the end of the show the Circus packs up immediately and estimates to be gone by 7pm at the very latest. Sometimes, as stated in their terms, they need to stay overnight but this is not the case on this date as they have a rest day on the following day.*

*BEDSA is a member of PTA UK and as such we have public liability insurance and the Circus is fully insured too. Any further licences required will be obtained by BEDSA or the Brinkworth Sports and Heritage Society.*

*I have attached the information that Happy's has sent to me with regard to their space and access requirements and I believe the rec meets all of these. In addition we would ask for permission to use the toilets, the kitchen and the electricity power supply. We have spoken to the Brinkworth Sports and Heritage Society and they have agreed to support us in the event. Details to be worked through at later meetings.*

*As Happy's is such a popular Circus they have agreed to hold the date for us without commitment for up to 2 weeks. I understand that your next meeting is on Monday 17th which is just outside the agreed hold period so I will kindly request that they extend this for us if they can. Following your meeting could you please let me know your decision as soon as possible? I hope you are in agreement with us that this is an event which would be great for the school, village and wider community and will allow us the use of the rec and its facilities.*

*Many thanks for your time and consideration.'*

## **MUST HAVES BEFORE BOOKING AN EVENT** **CRUCIAL!!!**

1. You must have a suitable field for Happy's Circus touring staff & big top  
Happy's Circus needs a flat area of short grass at least 50m X 50m. (165 feet)
2. We must have suitable access for trucks & trailers.
  - Happy's Circus vehicles need a minimum unobstructed width of 3m (10 feet), minimum unobstructed height of 3.5m (11 feet).
  - In congested streets, corners where we have to turn into the site must be clear of parked vehicles when we arrive & leave.
  - If there are any obstacles i.e. playground equipment, flower boxes, bollards, ditches, slopes, benches or anything that could be a problem & affect us getting onto the event field, it is vital that the Happy's Circus head office is informed. We need to be made aware of the obstacles & photos may need to be taken & emailed to ensure that access is possible. Failure to do so could result in cancellation of the event (please check terms & conditions)
3. We must be able to stay overnight.  
This is essential due to Health & Safety guide lines since the staff will have worked long hours. We are self-sufficient & always try to leave site after the children have started school. We must have a key or code so in case of an emergency can leave the site.
4. We must have access to toilets & water.  
We need access to toilets & water (an outside tap is preferred) from arrival & during our visit until we leave; chemical toilets are used by the circus staff overnight.

5. You must have people available to help us seat people when they arrive (1 or 2 depending on tickets numbers sold) and also to pick up litter from inside the big top & around the site after the show  
We suggest a minimum of 4 people for this must be done task.

6. Providing electricity.

Happy's Circus uses generators to provide electricity for the show. It is very helpful if a 13amp electricity supply is available for staff to use overnight to power 12v refrigerators & accommodation lighting. However this is not a condition.

Note 'j'

Website

Note 'k'

Note 'l'

Note 'm'

Note 'n'

Note 'o'