

EVERLEIGH PARISH COUNCIL

**Minutes of the meeting of the Parish Council held
at Collingbourne Ducis Village Hall on Tuesday 9th July 2024**

Chair: Cllr D Bottomley.

Present: Cllr K Wheeler-Mallows (vice Chair), Cllr A Earle, Cllr H Waight, Cllr P Evans and Cllr T Martin.

In Attendance: Ms H Boulton (Parish Clerk) and three members of the public:
Mr T Bradford and Mr and Mrs G Alderton.

1. Chair's Opening Remarks. The Chairman announced that the main effort of the meeting was to fine tune plans for the Summer Party taking place next Saturday, 13th July, and to launch planning for the Bonfire Night on Saturday 2nd November this year.

2. Apologies for Absence: PC J Kinge; Wilts Cllr C Williams; Cllr L Wheeler-Mallows

3. Declaration of Interest in Items on the Agenda. None declared.

4. Co-option. None. There are currently no vacancies.

5. Minutes of Previous Meetings.

5.1. Minutes of Parish Council Meetings 20th May 2024. The minutes of the Annual Parish Meeting and the Annual Meeting of the Parish Council on 20th May 2024 were signed by the Chairman as a true record. **Action: Parish Clerk**

5.2. Matters Arising – Annual Meeting of the Parish Council.

Item 23: Potential Insurance Claim. There have been no further developments on a potential insurance claim arising from our last Bonfire Night on Saturday 4th November 2023. After receiving advice from the Parish Council insurance company (Zurich), **Cllrs RESOLVED** to request that the file be left open until the 12 month point, ie November 2024 and thereafter the file can be closed as it can be easily reopened.

6. General Public. See Items 11.2 and 13.4.

7. Wilts Cllr Report. A report from our Wilts Cllr had been circulated prior to the meeting. The Tidworth Area Board met on 24th June and Cllr Williams was elected to Chair the Area Board until the end of this current Council in 2025. Main agenda items were the Area Board End of Year Report, a presentation on the Community Area Joints Needs Assessment and the Area Board priorities for the coming year.

8. Wilts Police Report. Overall communication from the police has been improving. The following police updates have been received:

8.1 The April Neighbourhood Policing Team (NPT) report highlighted a theft of a toolbox taken from a landrover on Salisbury Plain in Everleigh.

- 8.2** Op SCORPION 10-16 June 2024 was an operation against drugs and weapons and resulted in 10 arrests and the seizure of £103k worth of drugs and 5 weapons in Wiltshire.
- 8.3** The Wiltshire Police and Crime Commissioner (PCC) has launched a survey to seek residents' views on future policing priorities, in order to inform the PCC plan 2024-29. The closing date for the survey is 2nd August 2024. This survey is on the village website.

Afternote: The NPT report for June included destruction of a flagpole and flag in Everleigh and a report of anti social behaviour and criminal damage in the area of Linden Farm and Summerdown Farm, Everleigh.

9. Correspondence.

- 9.1** The Bobby Van Trust have advertised their services and are seeking funding support.
- 9.2** Swindon & Cricklade Railway have requested that a flyer be posted on the village website. **Action: Parish Clerk**

- 10. Forecast of Events.** Cllrs reviewed the latest Forecast of Events and **RESOLVED** to confirm the change of date for the next Parish Council meeting from Tuesday 10th September to Tuesday 3rd September. It was also noted that the meeting to set the budget for FY 2025-26, normally held in January 2025, has been brought forward to Tuesday 10th December 2024.
Action: Cllr Bottomley and the Parish Clerk.

11. Planning. Planning Applications as received from Wiltshire Council:

11.1 PL/2024/03416 – Lower House Farm.

Full planning permission for the conversion of a redundant group of Barns (Barn 2,3,4 and 5) and rebuilding of a Barn (Barn 1) to form a single dwelling house together with the conversion of a detached Barn (Barn 6) to form associated garages. This supercedes a previously approved planning application for conversion under ref: PL/2022/07305 at Lower House Farm, Everleigh, Marlborough, Wilts, SN8 3EU.

After consideration by the Planning Sub Committee, the following response was submitted to Wilts Council on 11th June 2024:

"Everleigh Parish Council raises no objections to this revised planning application for conversion and rebuilding of 6 redundant barns at Lower House Farm, Everleigh. In our view, proposals remain:

- ***In line with Wilts Council planning policy for residential use of rural sites.***
- ***Utilising existing access routes***
- ***Hidden from public view***
- ***In keeping with the local environment."***

11.2 PL/2024/04371 – 6 Pigleaze Cottages.

Full planning permission for the extension of the existing house at front, side and rear, resulting in 2 independent dwellings.

After an initial response was submitted on 20th June 2024, with a stance of **“No objection – subject to conditions”** to reflect a neighbour's concerns, the Planning Sub Committee met to reconsider this planning application on 23rd June 2024 in order to take account of a second neighbour's concerns and after a site visit **RESOLVED to “Object”** with the following comments:

“Everleigh Parish Council appreciates that this planning application for an extension at No 6 Pigleaze Cottages to create 2 independent dwellings is an infill opportunity, in line with Wilts Council Strategy No 2 for development in small rural villages.

However, after further consideration, Everleigh Parish Council raises concerns that proposals will be:

- ***Too large for the size of the plot, resulting in overdevelopment.***
- ***Not sympathetic to the local environment and may not be in keeping with the rest of the village.***
- ***Overbearing and overshadowing a neighbouring property, resulting in a loss of privacy and light.***

We therefore recommend that Wilts Council take these concerns into consideration in their scrutiny of this planning application.”

Cllrs then fielded questions from Mr and Mrs Alderton, the residents of 6 Pigleaze Cottages, after which there was a debate about the process for consideration of planning applications and the role of the Parish Council in that process. It was noted that the authority for adjudication on planning applications rests with the Wilts Council Planning Department.

12. Property.

12.1 Grass Cutting Contract. Cllr K Wheeler-Mallows reported that Wilts Council and the Parish Council are successfully cutting the grass each month and are maintaining a good result.

Action: Cllrs K Wheeler-Mallows and Earle.

12.2 Play Area. Cllr Earle reported that sleepers had been removed and that there were no issues at the Village Playground. **Action: Cllr Earle**

12.3 Streetscene Minor Works. Cllr K Wheeler-Mallows reported that the grips require clearing to keep surface water off in Lower Everleigh. In addition the drainage on Lower Everleigh pond requires attention. There is a single drain from the pond which goes under the A342 into a sump pond and the water level is below the silt level. It has been requested for the past three years that the Defence Infrastructure Organisation (DIO) dig this out. It was agreed that this is a matter for the MOD and Mr Paul Bollen has subsequently liaised with the DIO.

Action: Cllr K Wheeler-Mallows.

13. Finance.

13.1 Current Liquidity State and Bank Reconciliation. The Parish Clerk reported that the access to the Parish Council bank account was still pending and therefore a financial reconciliation will follow. **Members RESOLVED** that access to the internet authorisation for the Parish Clerk would be singular. Cllrs also requested to know how much the charges on account transactions are. **Action: Parish Clerk.**

13.2 Authorise cheques for payment and those cheques issued since last meeting or presented for payment:

13.2.1 Community First (Annual Insurance) £366.62 – 11th June 2024.

13.2.2 AB FAB Loos (Portaloo) £156 incl VAT £26 - 12th June 2024.

13.2.3 Mr Jack Seeley (BBQ Stand) £339.96 incl VAT £56.66 – 9th July 2024

Cllrs RESOLVED to authorise the payments.

13.3 To note payments received. £Nil.

13.4 Neighbourhood Watch (NHW) Signs. *To consider a request for funding to purchase new NHW signs.*

Mr Tony Bradford, the Everleigh NHW Co-ordinator, presented a report regarding the status of NHW signs currently in situ and requested financial support to procure 10 new metal NHW signs and fittings for which he has located a recognized supplier. After discussion **Cllrs RESOLVED** to donate up to £260 plus VAT for NHW signage in the village.

Action: Cllr K Wheeler-Mallows to liaise with the NHW Co-ordinator.

13.5 Everleigh Enhancement. Cllr Bottomley briefed Cllrs on his latest draft of the Everleigh Enhancement 4 Year Plan, after which Cllrs gave the following updates:

13.5.1 Flower Planters. Cllr Earle reported that all the planters have been replenished and are looking good. **Action: Cllr Earle.**

13.5.2 Replacement Bench. Cllr Waight reported that the new park bench for the Crown bus shelter grass verge would be installed by October 2024. **Action: Cllr Waight.**

13.5.3 Future Enhancement Aspirations. Cllr Earle reported that street flags had been a success, that a 2nd BBQ stand has been purchased for the sum of £339.94 incl VAT and that small Christmas trees would be procured later this year. He also reported that defibrillator pads would be replaced at the 5 year point in September this year.

Action: Cllrs Earle & Martin.

14. Village Events.

14.1 80th Anniversary D Day Thursday 6th June. The village commemoration to mark the 80th Anniversary of the D Day landings took place on

Thursday 6th June in the Jubilee field. The event was well attended, with about 40-50 parishioners. Thanks go to Cllr Evans for laying on the BBQ stand, to Cllr K Wheeler-Mallows for organizing the music and to Cllr Waight for building the bonfire and cutting the grass.
Financial Reconciliation: Budget £150; Expenditure £132 (Portaloo).

14.2 Summer Party Saturday 13th July. The annual village Summer Party takes place on Saturday 13th July in the Jubilee field, starting at 5pm. Flyers have been distributed and Cllr Earle has advertised the event on the village WhatsApp group. Cllrs reviewed the planning checklist and **RESOLVED that:**

- Cllr Earle will co-ordinate the delivery of the portaloo.
- Cllr Waight will be responsible for grass cutting.
- Cllr K Wheeler-Mallows will inform the police.
- Residents have been asked to bring their own food and drink.
- Setting up for the event will take place at 9.30am on the day.

Action: Cllr Bottomley.

Afternote: The village Summer Party took place as planned on Saturday 13th July. Although the turnout was low, villagers enjoyed an excellent evening despite the inclement weather, with some light hearted games and utilising our new BBQ stand which proved to be extremely effective.

Financial Reconciliation: Budget £150; Expenditure £156 (Portaloo).

14.3 Ducis Church Fete/Games Saturday 7th September. The Collingbourne Ducis St Andrew's Church Fete takes place this year on Saturday 7th September from 12 noon until 5pm in the Ducis Village Hall and on the recreation ground. There will be a variety of stalls, activities and refreshments including a bar, BBQ, teas and cakes. Everleigh has been invited to participate in fun games activities in a Tri Village Tournament with Ducis and Kingston folk at this fete.

Action: Cllr Bottomley.

14.4 Harvest Festival Service Saturday 5th October. The Everleigh Harvest Festival Service will take place on Saturday 5th October at 3pm at St Peter's Church. Planning for this Service includes: two lesson readers; decorating and cleaning the Church; and harvest gifts to the Trussel Trust. **Action: Cllr Bottomley.**

14.5 Litter Pick Saturday 19th October. A village litter pick will take place on Saturday 19th October, meeting up at The Crown bus shelter at 11am and finishing by 1230pm. After issue of equipment, volunteers will be split into several groups to clean up the verges of all arterial roads approaching and running through the village.

Action: Cllr Evans.

14.6 Bonfire Night Saturday 2nd November. Cllrs reviewed the planning checklist for the village Bonfire Night to be held on Saturday 2nd November and **RESOLVED:**

- To set timings as: Open 6pm; Bonfire Lit 6.30pm; Fireworks 7pm.

- That marshals are to be in position about 45 minutes before gates open.
- To consider a flyer at the next Council meeting, with the Ducis Cricket Club consulted on the wording.
- To consider a charity for donations at the next Council meeting.
- Not to adopt a ticketing regime.
- To have a gazebo as a 1st Aid Post and a 2nd BBQ stand.
- To review the layout: cordon; firing area; and drop zone.
- To consider the use of a PA system.
- To review car parking: capacity; marshals; and advertise as limited.
- To have a qualified First Aider, covered by Parish Council insurance.
- To have BBQ and drinks refreshments available for sale, with the Collingbourne Ducis Cricket Club having kindly agreed to provide a bar.
- To have cash payments and review an additional option of a card reader.
- To note that 100m of waterproof cable is available and to consider a generator.

Action: Cllr Bottomley

15 Highways and Footpaths.

15.1 Footpath Right of Way (RoW) 8. There is no change to the situation since the Wilts Council RoW Officer's last update on 1st May 2024: "We have met with the DIO and the tenant farmer and agreed everything to get the path open on the correct line. The DIO have bought gates ready to be installed but the ground conditions over the autumn and winter months meant getting anything ground was impossible. We intend to install them over the coming summer months, so there should be progress soon, and we'll update the parish when we have formal plans in place." **Action: Cllr Bottomley**

15.2 Footpath RoW 15. There has been no change to the situation since the travellers have been moved on and the Wilts Council RoW Officer's last update on 20th March 2024: "I have visited footpath RoW15 with our contractor to look at clearing the permissive path around the outside of the Everleigh Household Recycle Centre site. Unfortunately this task isn't going to be as straight forward as we first thought as we can't enter the site with any vehicles due to the security blocks which have been placed around the entrances. Having spoken with our colleagues in waste and estates, we have been made aware of another option but I need to visit the site again to see if this is possible." **Action: Cllr Bottomley.**

15.3 Road Safety Enhancements A342. The Senior Engineer Wilts Council supporting the Tidworth Local Highways and Footways Implementation Group (LHFIG) has produced an excellent plan to enhance signs and road markings on the A342 in Everleigh. This plan has captured the 3 issues we raised on 28th September 2023¹ and the enhancements

¹ The 3 issues the Parish Council raised on a Highways Improvement Form dated 28th September 2023 were all on the A342 in Everleigh: Replace a 50mph sign at the western gateway at the bottom of Church Hill; Repaint the change of speed limit and countdown road markings on the eastern gateway; and replace or repair the double bend sign on the eastern approach to the village.

identified at a meeting in Everleigh on 16th November 2023. At an LHFIFG meeting on 5th June 2024, due to the high cost of the enhancement plan (£4600) with a potential Parish Council contribution of £1150, it was decided to refer all maintenance tasks to the Wilts Council Maintenance Team and for the Senior Engineer to redraft an enhancement plan to include new tasks only.

Action: Cllrs Bottomley and Martin.

- 16. Policies – Social Media.** A social media policy will be considered at the next Parish Council meeting on Tuesday 3rd September 2024.

Action: Cllr L Wheeler-Mallows.

- 17. Digital Voice Changeover and Broadband.** Cllr Evans reported that the switch to digital voice has been delayed until early 2027, that the NHW organization have been approached to assist in the transition to digital voice and that any change to a telephone contract will initiate an immediate digital service being provided. On broadband, Cllr K Wheeler-Mallows announced that the Openreach plan to roll out fibre optic broadband to 90 properties within our community, less Marlborough Road, is scheduled to be completed by the end of July 2024. **Action: Cllrs Evans and K Wheeler-Mallows.**

- 18. Coronation Orchards.** Cllr Wheeler-Mallows has obtained the application procedure and forms from Wilts Council concerning the national initiative to plant Coronation Orchards in the Autumn/Winter 2024-25. The intent is to bid for funding for 5 trees which will be purchased, planted and cared for by the village community, co-ordinated by the Parish Council. Bids for grants are due to be submitted by 31st August 2024 and, if successful, the project is likely to commence in November 2024 **Action: Cllr K Wheeler-Mallows.**

- 19. Date of Next Meeting:** The date of the next meeting was confirmed as 7.00 pm on Tuesday 3rd September 2024 at Collingbourne Ducis Village Hall.

Meeting closed at 2140hrs.

Signed:

date:

Name:

Chairman