

**STEEPLE LANGFORD PARISH COUNCIL**

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**RECORD OF POINTS AND DECISIONS ARISING FROM THE PARISH COUNCIL MEETING HELD IN THE PARISH HALL on Tuesday 21st November 2023 at 6.30pm**

**PRESENT**

Name	Appointment
Mr A Smart (AS)	Chair
Mr N Page (NP)	Vice Chair
Mr J Broad (JB)	Cllr
Mr R Cherry	Cllr
Mrs B Wayman	Division Cllr

**POINTS AND DECISIONS ARISING**

Item	Points / Decisions	Action
	<b>Public Session</b>	
	Ian Southward attended	
65/23	<b>1. Apologies</b>  Nil	
66/23	<b>2. Divisional Councillor Report</b>	
	Wiltshire Council has launched a winter FUEL programme. Which is the holiday activity and food programme (HAF) and is funded by the Department of Education. FUEL provides eligible school-aged children with free access to enriching activities, nutritious meals and healthy eating information during the Easter, Summer, and Christmas holidays.  <a href="https://www.wiltshire.gov.uk/article/3833/FUEL-Programme">https://www.wiltshire.gov.uk/article/3833/FUEL-Programme</a>	
	Central government has provided Wiltshire Council with an additional £1.6M to assist with dealing with highways upkeep. This is in addition to the £20M from Department for Transport, £5M already provisioned by Wiltshire Council and the £3.7M pothole fund.	
	The environment agency will be hosting a ground water flooding discussion on the 30th of November in Shrewton, to register interest in attendance contact <a href="mailto:floodwessex@environment-agency.gov.uk">floodwessex@environment-agency.gov.uk</a>	
67/23	<b>3. Declaration of interests</b>	
	Nil change.	
68/23	<b>4. Minutes</b>  a. SLPC Annual Meeting 12 <sup>th</sup> September 2023  Cllr Page proposed, and Cllr Broad seconded as an accurate account.	

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69/23	<b>5. Finance update</b>	
	i. A single payment had been received for £7, for a replacement gate key for a HL allotment tenant.	
	Bank balance as of 16 <sup>th</sup> November 2023 - £24,296.89	
70/23	<b>6. Maintenance</b>	
	a. General village maintenance	
	The Parish Steward had attended our community this month and cleared all drain covers, filled potholes, and organised a road sweeper for Wylde Road. The Parish Steward has submitted a request for emptying of the road drains in our community.	
	Advice has been received from Wiltshire Council highways department detailing that landowners are expected to keep any obstruction including vegetation, at least 0.5 metres back from the edge of the tarmac carriageway at vehicle height, to prevent the former being struck by wider vehicles, Luton vans etc. If the landowner doesn't do this, they are legally liable for any third-party claims for loss or injury as a result.  This information has been communicated by the Parish Council to several landowners within our community.	
	Cllr Broad will instruct the contractor to commence the planned fencing work at Hanging Langford allotments in January 2024.	
	Cllr Broad had approached three potential contractors to re-paint the bus shelter owned by the Parish Council, two had declined and the third will provide a quote to carry out the work in the Spring of 2024.	
	With the sad passing of Colin Bryant, the Parish Council needs to re-evaluate the options for the continued routine cleaning of the bus stop. The options considered were: <ul style="list-style-type: none"> <li>• Find an alternative casual labour solution.</li> <li>• Find a commercial cleaning solution.</li> <li>• Rely on local community not to drop litter.</li> </ul> The Parish Council has taken the decision to not employ a cleaner and will monitor the state of the bus shelter for a period of one year and re-evaluate this decision.	
	Cllr Broad has produced a draft application for the Local Highways and Footways Improvement Group (LHFIG), which will request road safety improvements within our community. It is understood that the Parish Council will need to bear at least 25% of the cost of any improvements that get approval from the LHFIG.  Cllr Broad will circulate the draft application to all Cllrs for agreement prior to submission to the LHFIG.	JB
	b. Winter clearance activities	
	Wiltshire Council has already cleared the letts on the Harroway, following inspection by Cllr Broad it had been concluded that there was no need to form a voluntary party to clear the letts this winter period.	

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71/23	<b>7. Planning</b>	
	a. Applications	
	<p>PL/2023/08856 – Langford House, Duck Street, Steeple Langford, Salisbury. SP3 4NH. Retrospective application for the demolition of existing outbuilding to be replaced by the erection of a new outbuilding in its place.</p> <p>Cllr Page was awaiting the input from the final Cllr before providing a consolidated Parish Council response. The consensus was there were no criteria to raise objection from a Parish Council perspective.</p>	
	b. Determinations	
	PL/2023/06963 – Yew Tree Cottage, Wylde Road, Hanging Langford, Salisbury. SP3 4NN. Approved with conditions (conditions reflect the comments expressed by the Parish Council).	
	PL/2023/05306 – The Linchetts, Berwick Lane, Steeple Langford, Salisbury. SP3 4NB. Approved with conditions (conditions reflect the comments expressed by the Parish Council).	
	PL/2023/08665 – Brookview – Wylde Road, Hanging Langford, Salisbury. SP3 4NW. No objection.	
72/23	<b>8. LEAF tree planting projects in the Wylde Valley</b>	
	<p>LEAF had sent correspondence to the Parish Council outlining potential tree/hedge/wildflower planting projects that LEAF wish to explore. Within the correspondence was a request for the Parish Council to consider the projects and call a public meeting including relevant landowners.</p> <p>The Parish Council is in general supportive of the objectives identified by LEAF and has an appreciation of the importance of trees and hedgerows in our community. Given that most of the potential projects identified would require support from landowners, the Parish Council feels that there would be greater value in a bilateral dialogue between LEAF and the landowners before any consideration is given to a public meeting.</p> <p>Two of the potential projects would involve the parish council:</p> <p>Hedgerow planting in Hanging Langford allotments – as the custodian owners of this land the Parish Council would be happy to explore this project with LEAF so that the proposal can be fully evaluated, and any ongoing maintenance aspects are fully understood and addressed.</p> <p>Hedge planting (limited height species) at Cricket Club car park – as the custodian owners of this land, the Parish Council would be happy to explore this project with LEAF and the LCSA as the managing trustees for the cricket field.</p> <p>In addition to the projects detailed in the correspondence the Parish Council will ask LEAF if consideration had been given to other options such as engaging with some of the local area landowners who may have larger areas that a more effective tree planting project could support, and had consideration been given to a group purchase of appropriate species fruit trees that could be offered to individual residents.</p>	<b>AS</b>
73/23	<b>9. Correspondence</b>	


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	<p>a. K Linaker (Wiltshire Council) – advertisements for Warm spaces Posters for local warm spaces at Tisbury and Mere libraires are available and can be shared with local groups who may benefit.</p> <p>b. PCSO House (Amesbury Rural Policing Team) – Rural towns policing report Amesbury rural policing team had shared their October report, there were no reports of incidents within our community.</p> <p>c. C Ralph (Wiltshire Police) – Notification of Counter Terrorism Personal Security Brief for locally elected representatives  The counter terrorism policing team is providing a series of personal security briefs for locally elected representatives and faith leaders. There is an opportunity for Parish Councillors to attend an online briefing session that is being provided for the Southwest Region.</p> <p>d. E Long – Beech mast on Wylve Road  Mrs Long had contacted the clerk to advise that a significant amount of beech mast had accumulated in Wylve Road and was going to block the road drains. This had been addressed through the Parish Steward visit.</p> <p>e. J Plows – Abandoned vehicle on Salisbury Road  The Parish Council had reported the ‘abandoned’ vehicle on Salisbury Road via the MyWilts App; however, Wiltshire Council responded that as the vehicle was taxed and insured, did not have flat tires, contain rubbish, or have mould growing on it, it did not meet their criteria for an abandoned vehicle. If it was felt that the vehicle was in a dangerous position it should be reported to the police via 101.</p>	
74/23	<b>10. Short notice items</b>	
	The next South West Wiltshire Area Board will take place on 29 <sup>th</sup> November 2023 at East Knoyle Village Hall, the event will have a focus on highways. Cllr Smart will attend to represent Steeple Langford Parish Council.	
	Amesbury rural policing team has contacted the Parish Council to advise that several recent 101 reports had been passed to them regarding crime within our community. They advised that their team would increase the number of patrols within our community.	
	Wiltshire Council has successfully been awarded £50,000 from the coronation living heritage grant. These funds are available to local communities to establish community orchards.	
	Cllr Page expressed disappointment at the lack of follow up from the police after the rave event that took place in Grovely Woods. This is becoming a recurrent issue that is affecting the local communities. The Parish Council would contact adjoining Parish Councils to see if they received any feedback from the police and how the problem is perceived within their communities.	<b>AS</b>
	Cllr Page enquired what was the status of Neighbourhood Watch within our community, it appears as if this has been defunct for several years. Does neighbourhood watch still exist and if so, what is the operating model? Following a quick web search, it was established that no Neighbourhood Watch scheme is registered within our community, with the nearest registered schemes being in Codford and Grovely Wood.	
	An enquiry has been made via the clerk’s email account as to whether there is a vacant tenancy plot within the Hanging Langford allotments. There are current	

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	vacancies, however there is a need to establish which plots are vacant as several unofficial swaps may have occurred. Cllr Broad will forward contact details to Cllr Smart, who will update the Hanging Langford allotment plot map so that a vacant plot can be allocated.	
75/23	<b>11. Date of next meeting</b>	
	A budgeting meeting will be held in December 2023, Cllr Smart to propose dates for Cllrs to confirm availability.	<b>AS</b>
	Ordinary Meeting - 9 <sup>th</sup> January 2024	
Meeting Closed at: 8.25pm		
Chair signed: 		

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**Annex A – Actions Tracker Log**

ID	Action	Action owner	Forecast Completion	Status	Completion Date
04/23-1	Provide completed co-option forms and RC declaration of acceptance to the Clerk for retention.	Cllr AS	17/01/2023	CLOSED	18/03/2023
04/23-2	Provide RC with instructions on information that needs to be entered onto Wiltshire Council website for new Councillors.	Clerk	17/01/2023	CLOSED	18/03/2023
07/23-1	Process precept request to Wiltshire Council for £5,200 for next financial year.	Clerk	17/01/2023	CLOSED	18/01/2023
08/23-1	Create an action tracker log as an annex to minutes.	Clerk	17/01/2023	CLOSED	17/01/2023
11/23-1	Contact resident and provide advice on route to reporting the issue of rubbish on private land.	Cllr JB	31/01/2023	CLOSED	12/01/2023
11/23-2	Contact Wiltshire Council to seek guidance on how to resolve matters relating to rubbish on private land.	Clerk	31/01/2023	CLOSED	18/01/2023
13/23-1	Produce a letter expressing SLPC feelings over lack of consultation of the implementation of Wiltshire Council recovering the costs of elections.	Cllr NP	31/01/2023	CLOSED	OBE
13/23-2	Contact Geoff Cluett to discuss future training and administration of defibrillators in the community.	Cllr NP	31/01/2023	CLOSED	
13/23-3	Advertise a community Spring Clean for 11 March 2023.	Cllr JB	31/01/2023	CLOSED	12/01/2023
13/23-4	Confirm availability of places on NALC seminar for community engagement, and book places for available Councillors.	Clerk	18/01/2023	CLOSED	18/01/2023
13/23-5	Contact the PCC and discuss concerns over surface finish of footpath to church lych-gate, following work by contractor.	Cllr NP	31/01/2023	CLOSED	
20/23-7	Create a draft letter to the land owner of land adjacent to church	Cllr NP	31/03/2023	CLOSED	
33/23	Re draft letter to Mr Fox	Cllr NP	31/03/2023	CLOSED	
20/23-7	To write to Highways to obtain the ownership of path	Clerk	31/03/2023	CLOSED	25/03/2023
20/23-7	To approach WWT with regards to ISO container	Cllr NP	31/03/2023	ONGOING	
33/23-d	Request Cllr Wayman to contact Mr P Shaddock on behalf of the PC	Clerk	02/05/2023	CLOSED	
34/23-b	Submit planning application response PL/2023/01561	AS/Clerk	06/04/2023	CLOSED	

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W\I(	Submit planning application response PL/2023/01427	AS/Clerk	02/05/2023	CLOSED	
22/23-9	To speak to residents re Buddy Bench	AS	31/03/2023	CLOSED	
30/23-b	Arrange Extraordinary Meeting	Clerk	02/05/2023	CLOSED	
32/23	To obtain information from the internal auditor with regards to asset register.	Clerk	02/05/2023	CLOSED	
34/23-e	Submit planning application response PL/2023/02455	AS/Clerk	02/05/2023	CLOSED	
35/23	Cllr NP to ask LCSA if they would be happy to have the jubilee bench somewhere on their land	NP	02/05/2023	CLOSED	
36/23	Clerk to make Mr Miles aware that he needs to pay for his allotment from 1 <sup>st</sup> April 2025. Clerk to request a key for the allotments.	Clerk	02/05/2023	CLOSED	
38/23	To obtain quotations for remedial and fencing at HL Allotments	JB	02/05/2023	CLOSED	
38/23	To obtain quotations to paint the bus shelter	JB	02/05/2023	CLOSED	21/11/2023
Public Session	Contact Wiltshire Council to highlight discrepancies of information presented on webpages about SLPC.	AS	31/07/2023	CLOSED	12/07/2023
Public Session	Re-state SLPC request for white painted road markings at the junction of Duck Street / Wylve Road to be refreshed.	JB	31/07/2023	CLOSED	12/09/2023
Public Session	King Charles III committee to share a record of accounts.	NP	31/07/2023	CLOSED	04/07/2023
45/23	Submit a highway improvement form to LHFIG	JB	31/08/2023	ONGOING	
47/23	Request points of clarification against quote from potential contractors for HL allotment fence repair / replacement.	JB	31/07/2023	CLOSED	13/07/2023
51/23	Provide a copy of Parish Clerk Job advert	NP	31/07/2023	CLOSED	
70/23	Distribute LHFIG application to other Cllrs	JB	21/11/2023	NEW	
72/23	Draft response to LEAF for agreement by all Cllrs	AS	21/11/2023	NEW	
74/23	Contact adjoining Parish Council regarding rave	AS	21/11/2023	NEW	
75/23	Propose dates for budgeting meeting in December 2023	AS	21/11/2023	NEW	