

Donhead St Andrew

Parish Council



Minutes of the Parish Council Meeting
Held at St Andrew's Church, St Bartholomew's Street
Donhead St Andrew

Thursday 7th March 2024 @ 7:00pm

Present:

Cllr Simon Barkham (Chairman)	
Cllr Jonathan Mason	Cllr Alistair Stoker
Cllr Jane Sullivan	Cllr Patricia Maxwell-Arnot
Cllr Jeremy Hartley	Cllr Clive Burrows
Cllr Shena Kozuba-Kozubska	

In Attendance: Cllr Richard Budden: Wiltshire Councillor
Simon Pritchard: Parish Clerk

Members of the Public: Two

Questions or Statements from Residents:

- A member of the public read a statement:
"Watergate Cottage vehicle entrance. I am concerned about the unapproved vehicle entrance at Watergate Cottage because it could set a precedent in the village. New vehicle entrances need to be approved by Wiltshire highways to ensure they are safe for all road users. The Watergate Cottage building plans showed the existing garage and parking area left as they were, which meant there already was parking and an historic vehicle entrance for the cottage. The parking space has been turned into part of the garden. The new entrance was not in the plans and as far as I know, has not been approved by highways."
- Cllr Mason raised the topic of road sign cleaning and if it would be possible to ask the man that volunteers his time in Shaftesbury to clean and paint signs, to come and clean the St Andrew signs for a small payment.
It was noted that the council can only employ people with public liability insurance and the appropriate qualification, to work on the highways. Further noted that it is part of the role of the Parish Steward to clean the signs and this can be put on his list of jobs to do.
- The owner of Watergate Cottage attended the meeting to inform the council that the paperwork had been filed with Wiltshire Council to apply for a highways licence for the new highways entrance at the cottage.

Report from Wiltshire Councillor Richard Budden:

Cllr Budden submitted a written report to the council. This report will be posted onto the noticeboards and website.

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- The major topic over the last few months has been the poor condition of the local highways. Will continue to bang the drum. Looking at the statistics, it is one of the worst years for road issues being reported since the 1990's

Cllr Budden left the meeting at this point.

Wessex Fibre Broadband to Residential Homes:

Nick Martin (Wessex Fibre Broadband Voluntary Coordinator) sent his apologies; his written report was tabled. It will be posted onto the noticeboards and website.

Agenda Item:	
70	<u>Apologies of absence:</u> None.
71	<u>Declarations of Interest:</u> None
72	<u>Adoption of Previous Council Meeting Minutes:</u> <ul style="list-style-type: none"> ▪ Minutes of Thursday 9th November 2023 It was proposed by Cllr Hartley to adopt the minutes of the 9th November 2023, seconded by Cllr Stoker and resolved unanimously. ▪ Minutes of Thursday 11th January 2024 It was proposed by Cllr Hartley to adopt the minutes of the 11th January 2024, seconded by Cllr Stoker and resolved unanimously.
76	<p>This item was brought forward.</p> <p><u>Unlicensed Access on to a Public Highway - Watergate Cottage, Wardour Lane:</u></p> <p>Under questions and statements from the Public, the Council was informed by the Homeowner that a licence had now been applied for, the Chairman confirmed this again with the Homeowner.</p> <p>Based on this information, the Council concluded that no further action was required.</p>
73	<u>EMERGENCY PLANNING:</u> <p><u>A. Parish Emergency Plan:</u> The Clerk noted that many parishes have an emergency plan, the key thing was to keep it as simple and short as possible, Who-is-who and how do you contact them? What assets are available, who controls them and how do you contact them? Suggested that the council look at other parishes plans as a starting point.</p> <p><u>B. Emergency Contact Hub Scheme:</u> Details of the scheme had been circulated. Councillors were keen on the scheme as in the first instance it doesn't involve any formal emergency plan, just the provision of a central safe place.</p> <p>Agreed that the Church would be the best venue, the information will be diverted to the PCC for its consideration.</p>

74	<p><u>PARISH COUNCIL FINANCE:</u></p> <p><u>A. Approval Of Payments:</u> To approve payments to be made a) S. Pritchard – Expenses (notepads) - £11.39 b) S. Pritchard – Councillor Training (x2) - £30.00</p> <p>It was proposed by Cllr Sullivan to make the payment, seconded by Cllr Mason and resolved unanimously.</p> <p><u>B. Payments Made Since The Last Meeting:</u> This information had been circulated ahead of the meeting and was received.</p> <p><u>C. Budget Vs Spend To Date And Earmarked Balances:</u> This information had been circulated ahead of the meeting and was received.</p>
75	<p><u>Consultation on the Tisbury and West Tisbury Neighbourhood Plan - (TisPlan 2):</u> A general comment was made that some of the policies felt a bit contradictory. It was agreed that there would be no comment made as a council. Noted that there is a changes document online that highlights the difference between plan 1 & 2 – a very useful document.</p>
77	<p><u>New Pedestrian Gates Installation - Update on Project:</u> The Chairman reported that he had been in contact with most of the landowners identified and had generally been receiving positive responses.</p>
78	<p><u>Conditions of the Roads in the Donheads:</u> This matter had been covered under the Wiltshire Council reports at the start of the meeting. Cllr Burrows highlighted the discretionary gully emptying service from Wiltshire Council, there is just one tanker providing this service, it is only in the area every three months or so and when it is in the area it has a lot of parishes to cover.</p>
79	<p><u>Donhead St Andrew Village Design Statement - Updated on Wiltshire Council adoption:</u> Document submitted early February, no acknowledgement from Wiltshire Council Officers. Chased a week ago, finally a response a few days ago suggesting that the part about the consultation could be expanded on. Confirmed to Wiltshire Council that the submitted document is the adopted final draft and that a decision of the Wiltshire Council committee is anticipated.</p>

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<p>80</p>	<p>Verbal Reports: To receive any verbal reports.</p> <p>a) Chairman's Report</p> <ul style="list-style-type: none"> ○ Attended the Wiltshire Council Area Board meeting last week. ○ Attended Councillor training in February. ○ Have been speaking with local landowners with a view to upgrading public right of way access. ○ Have compiled a list of the worst condition roads, at the request of Cllr Burden. ○ Contacted the landowner of FP:14 requesting that an Insulated entrance to the electrified area be provided. <p>b) Highways / Parish Steward – Cllr Burrows</p> <ul style="list-style-type: none"> ○ The Parish Steward is almost exclusively focused on putting patching kits into potholes at the moment. <p>c) Rights of Way – Cllr Maxwell-Arnot</p> <ul style="list-style-type: none"> ○ FP: 6 New Wardour Castle entrance to Leat house needs some drainage. ○ FP: 14 Really good improvement to the electric tape, can once again be accessed. ○ FP: 19 No access for dogs over the stiles. Very difficult for many people to access as the steps are very high, needs a pole for people to hold onto. ○ FP: 3 Is just a muddy as it was before, but now in different places. ○ The Chairman noted that the Parish Council needed to strike a balance as to how much can be achieved when engaging with landowners or there is the risk of right-of-way just being fenced in and quickly becoming inaccessible for much of the year. ○ The Chairman said he would write to Seeds 4 Success to thank their young people for their work on the footpaths in the Village. <p>d) Flood Warden – Cllr Hartley</p> <ul style="list-style-type: none"> ○ Three flood alerts since the last meeting and one Flood Warning. ○ Still a lot of work to be done to look at how the land is managed to help reduce the flow of water. ○ The National Landscapes (Former AONB) now has a Farming in Protected Landscapes Officer. <p>e) Parish Clerk's Reports</p> <ul style="list-style-type: none"> ○ Berry Wood Lane - Bridge Repairs – This seems to have slipped through the net at WC Highways. They knew that the bridge had been damaged and erected red plastic barriers and then nothing happened for a few years. Have now contacted local Highways manager, he wasn't aware and it's not on any list. Says he will site visit, but that has yet to take place and have been told there is no money anyway. ○ Septic Tank Talk - Wessex Rivers Trust - Wed 10th April 2024 @7:30pm This meeting is to introduce the subsidised upgrade scheme being offered by Wiltshire Council.
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End of Formal Meeting 20:39
Next Meeting: Thursday 9th May 2024