

**LIMPLEY STOKE PARISH COUNCIL  
MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL**

**VIRTUAL MEETING- DUE TO COVID 19 RESTRICTIONS HELD on the 2nd June 2020 at 7.00pm**

**Councillors:** Chairman - Mr Anthony Gennard (AG), Mr Ian Barnes (IB), Mr Alan MacDougall (AM), Ms Denise Barnes (DB), Mrs N Boulton (NB),

**Apologies:** Mr Francis Firmstone (FF), Ms Georgina Taylor (GT) Mr Ed Elias (EE), Mr Johnny Kidney (JK) (County Councillor for Winsley and Westwood)

**In attendance:** Bryony Kohn (Parish Clerk)

**Members of the public:** None

Item	Action
<p><b>051/20 Declarations of Interest</b> None.</p> <p><b>052/20 Open Forum</b></p> <p>a. <b>Councillor for Winsley &amp; Westwood Report.</b> The Council were grateful to receive an update from Councillor Johnny Kidney outlining the latest developments from Wiltshire Council during the Covid 19 restrictions (see attachment for details).</p> <p>b. <b>Police Report.</b> No police report this month.</p> <p><b>053/20 Minutes of the Ordinary Meeting of the Limpley Stoke Parish Council held on the 5th May 2020.</b></p> <p>The Minutes (previously distributed to Councillors for comment) were approved with no comment and will be signed off as an official record by the Chairman.</p> <p><b>054/20 Financial Items (BK).</b></p> <p><b>Approval of The Annual Audit AGAR Forms- 2019/20</b></p> <p>a. The council voted unanimously to approve the Internal Audit where the variances were explained.</p> <p>b. The council voted unanimously to approve the Annual Governance Statement.</p> <p>c. The council voted unanimously to approve the Accountability Return Statements.</p> <p>d. The council unanimously acknowledged that the passwords were given to the Chairman.</p> <p>e. The council voted unanimously to re-appoint Major Edward Ferguson as the Internal Auditor for 2020/21.</p> <p><b>Approval of payment of invoices and notification of receipts</b></p> <p>a. <b>SO118 – Idverde.</b> Monthly (May) Playpark Litterbin emptying: <b>£18.37.</b> <b>Decision:</b> Approved.</p> <p>b. <b>SO119 – B Kohn.</b> Clerk salary (May) <b>Decision:</b> Approved.</p> <p>c. <b>DD149 – A Duck.</b> Grasscutting (March/April): <b>£605</b> <b>Decision:</b> Approved.</p> <p>d. <b>DD150 – CPRE.</b> Annual Subscription: <b>£36</b> <b>Decision:</b> Approved.</p> <p>e. <b>D151 – WALC.</b> Annual Subscription: <b>£238.51</b> <b>Decision:</b> Approved.</p>	

<p>f. <b>DD152 – Edward Ferguson. Annual Audit: £125</b></p> <p><b>Decision:</b> Approved.</p> <p>g. <b>DD153 – Jo Gennard. Website charges: £30</b></p> <p><b>Decision:</b> Approved.</p> <p>h. <b>DD154 – Came and Company. Annual Insurance: £570.37</b></p> <p><b>Decision:</b> Approved.</p>	
<p><b>055/20 Planning</b></p>	
<p><b>The Hop Pole Inn.</b> AG updated the councillors with The Hop Pole Inn developments and outlined the aims and progress to date. A full update is available on the website <a href="https://limpleystoke.org/">https://limpleystoke.org/</a></p>	
<p><b>Stage One:</b></p> <ol style="list-style-type: none"> <li>1. Achieve community support.</li> <li>2. Agree sale price with Wellington (including survey outcome result adjustments).</li> <li>3. Achieve PWLB loan.</li> </ol> <p><b>Stage Two:</b></p> <ol style="list-style-type: none"> <li>1. Commence renovations and fitting out.</li> <li>2. Initiate finding a suitable and motivated tenant landlord.</li> <li>3. Work with them ((where applicable to develop business plan).</li> <li>4. Hold and support opening event.</li> </ol> <p><b>Stage Three:</b></p> <ol style="list-style-type: none"> <li>1. Maintain PC links into tenanted Hop Pole via single connection point to achieve support, and maintain community and PC communication to landlord - whilst allowing freedom of operation.</li> <li>2. Enjoy the Inn and watch it blossom!</li> </ol>	<p>AG FF/All All</p>
<p><b>First Hop Pole Inn Sub-Committee (HPISC) meeting:</b></p>	
<ul style="list-style-type: none"> <li>• First video meeting was held on 24<sup>th</sup> May 2020.</li> <li>• Introductions were made.</li> <li>• Outline costings were discussed.</li> <li>• The Business case is now more developed with the intention to send to Katie Fielding (Wilts CC) for comment.</li> </ul>	
<p>a. <b>Action 06/20: Hop Pole past landlords – information gathering.</b> DB, and AG are contacting past landlords for advice.</p>	<p>DB/AG</p>
<p>b. <b>Action 07/20: Hop Pole Inn purchase Business Case construction.</b> A Business Case showing possible Costs and Revenue is being completed by AG to include a demonstration of how the loan will be repaid in all eventualities, including agreement that the community would support increased Precept figures if necessary, under extreme circumstances.</p>	<p>AG</p>
<p>c. <b>Action 08/20: Contact Wellington Pub Company.</b> AG and FF are in negotiations with the Wellington Group for an up to date purchase figure.</p>	<p>AG, FF</p>
<p>d. <b>Action 09/20: NALC approval to apply for a PWLB Loan.</b> When this has been completed AG will, on behalf of the whole Parish Council, apply for permission to the NALC to apply for a Public Works Loan Board (PWLB) grant by 24<sup>th</sup> July 2020.</p>	<p>AG</p>
<p>e. <b>Action 10/20. PWLB Loan Application – submission.</b> Once approval is granted AG will, on behalf of the whole Parish Council, submit a PWLB Loan Application to the PWLB supported by a suitable Hop Pole Inn Business Case.</p>	<p>AG</p>
<p>f. AG proposed that the council should approve a possible survey cost for The Hop Pole Inn of approximately £2,000 if the purchase price was agreed in principle by The Wellington Pub Company. The councillors voted unanimously in support.</p>	

**056/20 Action Plan.**

See attachment for details and updates.

**057/20 Any Other Business.**

- a. Footpaths in the parish are in a generally good condition.

**Action 12/20.** AM reported that the closed footpath leading to Waterhouse Lane has now reopened. **Action Completed**

**Action 16/20** AM will try and establish a contact with the Cotswold Wardens.

- b. The LiFERAFT system in response to the Covid 19 virus restrictions continues to inform people in the parish of changing developments.
- c. AG informed the councillors that it was with huge regret that Councillor Georgina Taylor had resigned from the LSPC. BK said that GT had given so much to revitalise the community spirit of the village and AG and AM said that she would be sorely missed. If there was an opportunity in the future, the Parish Council would welcome GT back unreservedly.
- d. BK thanked IB for enabling the virtual meeting.

**058/20 Date of Next Meeting.** Tue 7th July 2020 at 7.00pm. To be held virtually if Covid 19 restrictions are still in place.

The Chair closed the meeting at 8.30pm.

Signed (Chair).....

AM

**Changes to Household Waste collections**

Changes to household waste collections took place at the end of March, just prior to the lockdown, which in some areas caused some issues due to the challenges presented by lockdown. Generally however collections continued with only slight delays, however I am aware of issues in certain areas where the smaller trucks are used where collections have been missed and I have been in liaison with officers about this and in most cases these issues have now been resolved. Please let me know if there have been any other issues with collections locally. It is also important that any missed collections are reported via the MyWiltshire reporting system using the smartphone app or online here: <http://www.wiltshire.gov.uk/rubbish-and-recycling-missed-bin-collection>

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**Additional Council tax support for vulnerable households**

Some Wiltshire residents of working age will pay less council tax due to a Government-funded scheme to support people from the impact of COVID-19.

This latest support package from the Government, which is being managed locally by Wiltshire Council, is aimed at working age families who already qualify for council tax reduction but still have to pay some council tax.

Government have provided new funding to Local authorities in England of £500 million to support economically vulnerable people and households in their local area, of which Wiltshire will be receiving just over £3m.

For further information, please visit: <http://www.wiltshire.gov.uk/news/articles/covid-hardship-fund>

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**Measures being explored to introduce walking and cycle schemes to enable residents to travel and shop safely**

Wiltshire Council is set to receive an initial payment of £227,000 in government funding to support the use of temporary and pop-up measures to create a safe environment for walking and cycling.

Following significant changes in travel behaviours during COVID-19 which saw more people choosing to walk and cycle during their daily exercise, these new measures will help encourage walking and cycling activity to continue whilst maintaining social distance. They play a key role in helping to avoid overcrowding on public transport as shops and businesses start to reopen.

This initial allocation is just part of the first tranche of funding from the government’s £250 million Emergency Active Travel Fund. The initial focus promotes cycling as a replacement for journeys previously made by public transport and could include closing some roads to through traffic, installing segregated cycle lanes and widening pavements.

<http://www.wiltshire.gov.uk/news/articles/walking-cycle-schemes>

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**Household Recycling Centres (HRCs)**

Wiltshire HRCs had to close for much of lockdown for the safety of staff and customers. However they reopened a few weeks ago, with restricted service and measures in place to ensure social distancing. Due to the measures that have had to be introduced, the capacity of the HRCs is reduced, so measures are in place to keep queuing to a minimum. This includes a postcode system with allocated days for certain postcodes to attend their local HRC. Please note that certain materials cannot be accepted at this time, so please check before you travel to the HRC.

For information on the postcode system and the restrictions on materials, please visit:

<http://www.wiltshire.gov.uk/household-recycling-centres>

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**Council**

**meetings**

As with most other organisations, lockdown has meant that Council meetings have been impacted. However remote meetings are now up and running for certain committees. Full Council will go ahead on 16 June using remote meeting technology.

**Area Board** – Area Board meetings have been suspended due to the Covid-19 crisis, however we are continuing to liaise remotely, and have processes in place to continue to make decisions on matters such as Community Grant Applications (for example we recently awarded a grant towards the purchase of Becky Addy Woods as a community asset, a grant that I successfully took through the Area Board despite the absence of physical meetings). For a full update from me and the Area Board team, please visit: <https://ocm.wiltshire.gov.uk/bradfordonavon/bradford-on-avon-area-board-update/>

**Parking charges**

Parking charges were suspended at all Wiltshire Council car parks at the beginning of lockdown. However with lockdown measures easing and car use increasing, they will be reintroduced from June 1. For further information, please visit: <http://www.wiltshire.gov.uk/news/articles/parking-charges-to-be-reintroduced-at-all-wiltshire-council-car-parks>

Limpley Stoke Parish Council Action Log as at 2<sup>nd</sup> June 2020

Month Entered	Ref.	Title	Description	Lead	Update	Target Date
May	03/19	Speed Indicator sign	New mobile speed Indicator sign for the village.	IB	IB contacted Winsley and Freshford for a possible share. No traffic due to Covid 19 lockdown. On hold.	July20
May	04/19	Playground Information Board	Install a new Information board.	AG	Final adjustments – delayed until Covid 19 restrictions lifted	July20
May	05/19	Playground clearance	Inspection report – required actions repairs. Vegetation clearance and tree removal	AG	Ongoing	Ongoing
June	07/19	A36 speed limit, speeding through the village, traffic throughput, road maintenance pedestrian walks areas/white lines.	Maintenance required on road/verges in village.	AG/FF	A36 speed issues are being addressed. Michelle Donelan has written to Highways England and is awaiting a response. Ongoing	July 20
July	13/19	Community Led Housing	Promotion of project and review of available space in LS	FF	Ongoing quarterly review.	July 20
July (EM)	16/19	Additional Dog Waste Bins/signs near Dyson Fields	Contact Peter Lord to discuss additional Dog waste bins/signs	NB	Covid 19 signs, sheep worrying are up presently. – delayed until Covid 19 restrictions lifted	July 20
July (EM)	17/19	Limpley Stoke road drains unblocking	Wilts Council to be approached to clear blocked drains.	IB	Ongoing	Julye 20
July (EM)	18/19	Limpley Stoke Traffic Management- Initial Options Paper.	Create document for discussion of traffic management options.	AG FF IB	Michelle Donelan has written to Wilts CC. Reduction in speed limit being pursued. <b>Awaiting a response. AG to</b>	July 20

					<p><b>follow up.</b></p> <p>AG has proposed the following options for consideration:</p> <p>Options to resolve Woods Hill traffic throughput have been discussed and will be put forward to the Community in Jan 2020 following some focused discussion with directly affected residents where appropriate. Full closure being pursued. Trial closure to be investigated prior to full closure to measure impact on Lower Stoke traffic. <b>Dave Thomas (Wilts CC) stated £3000 required to pursue an Experimental Order to temporarily close the road. IB to draft application and apply for CATG funding. Iron bollards will cost approx. £2-3,000. IB to apply for CATG funding. Temporary water filled bollards to be considered for use in Lower Stoke. Possible road counter could be installed for accurate road user numbers. – delayed until Covid 19 restrictions lifted and Dave Thomas back from secondment.</b></p> <p>Other specific village roads issues will be taken forward under Cat G procedures. Step 1 is to register the issues for resolution:</p> <ol style="list-style-type: none"> <li>1. Drain cleaning. <b>completed in March</b></li> <li>2. Village gateways at 4 specific</li> </ol>
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					<p>locations (Midford Lane from South Stoke direction; A36 at Midford Lane junction; Lower Stoke at viaduct junction; A36 in vicinity of Woods Hill.</p> <p>3. <b>Plans going ahead for installation. IB has selected suitable gateways and bollards for purchase. Costings being prepared. delayed until Covid 19 restrictions lifted</b></p> <p>4. Traffic calming measures in Midford Lane and along Lower Stoke by the old station (options include but not limited to – traffic prioritisation, raised road sections, boxed passing places, timed lighting and bollards along to prevent cars using the pavement along Lower Stoke). <b>PC funding Lower Stoke gateways. Water filled bollards to be purchased. Costings being prepared. – delayed until Covid 19 restrictions lifted</b></p> <p>5. The creation of an improved village centre at the Hop Pole. Measures include viable Woods Hill solution, reduced ‘long-term’ parking near the Hop Pole and a village centre focal point. <b>Ongoing.</b></p>	
October	24/19	Streetlights on Crowe Hill staying on all night	AG to enquire about streetlight timings on Crowe	AG	DB will contact Sarah Fraser for advice.	July 20

			Hill.			
November	27/19	Woods Hill Traffic	Traffic options to be discussed with residents	AG, IB	A trial closure prior to the proposed full closure in the next few months is being researched for costs etc. <b>See above</b>	July 20
December	28/19	Speeding on Church Lane	Problem with speeding traffic.	IB	AG discussions with John Adler. <b>ongoing</b>	July 20
January	01/20	Pizza Oven for Playpark	Possible pizza Oven to be built	GT	GT has obtained costs. EE to help build when Covid 19 restrictions lifted.	July 20
March	03/20	Playpark Hedging	Possible tree/hedge planting in playpark	DB, AG	Meeting with A Duck to discuss when Covid 19 restrictions lifted.	July 20
March	04/20	New Barbeque Grill	Purchase new grill	GT	AG and DB will measure during playpark hedging inspection once Covid 19 restrictions lifted.	July 20
March	05/20	Solar Lights	Purchase and install solar lights for playpark pagoda.	GT	GT will research designs and costs. <b>delayed until Covid 19 restrictions lifted</b>	July 20
April	06/20	Hop Pole past landlords – information gathering.	Contact past landlords for advice.	DB/FF/AG	DB ,AG and SH of HPISC researching.	30 July 20
April	07/20	Hop Pole Inn purchase business case – submission.	A Business Case showing possible Costs and Revenue will be drawn up to include a demonstration of how the loan will be repaid in all eventualities, including agreement that the community would support increased Precept figures if necessary – under extreme circumstances.	AG	Draft completed. Will be sent to Katie Fielding (KF) for initial comments. Hop Pole Inn Sub Committee (HPISC) stood up and held first meeting in May. Next meeting in late June post KF comments.	Completed and PC (HPISC) approved by 10 July 20

April	08/20	Contact Wellington Pub Company.	AG and FF will contact Wellington Pub Company Group for an up to date purchase figure.	AG/FF	Initial contact by FF. Negotiations on price ongoing.	July 20
April	09/20	NALC approval for PWLB Loan Application.	When this has been completed AG will on behalf of the whole Parish Council apply for permission to the NALC to submit an application for a Public Works Loan Board (PWLB) grant by 24 <sup>th</sup> July 2020.	AG		1 July 20
April	10/20	PWLB Loan Application – submission.	Once approval is granted the Parish Council will submit a PWLB Loan Application to the PWLB supported by a suitable Hop Pole Inn Business Case.	AG		10 July 20
April	11/20	Pothole rectification.	Contact the steward to progress pothole rectification.	AM	AM will contact Parish Steward	July 2020
April	12/20	There is a missing sign regarding the closed footpath leading to Waterhouse Lane.	Investigate and contact Wiltshire CC.	AM	Footpath has been re-routed and is safe to use. Action complete	May 2020
May	13/20	Overgrown ivy on Great Western hotel wall	Contact hotel owners.	AG	AG will speak to the owners whilst in discussions regarding Hop Pole developments.	July 2020

May	14/20	Gateway sign -Lower Limpley Stoke at bottom of Winsley Hill	IB to speak to Dave Thomas about the possibility	IB		
May	15/20	Winsley Hill increased lorry use due to Cleveland Bridge restrictions.	Traffic survey required to discover any impact	IB, JK	JK to be contacted by IB for any information	July 2020
May	16/20	Cotswold Wardens	Re-establish links	AM	AM to contact the Cotswold wardens for an update	July 2020