

***Draft minutes of the Ordinary Pitton and Farley Parish Council meeting held on Wednesday
2nd March 2022 at 19.30 at Pitton Village Hall.***

Present:

Cllr David Ball (Chairman)
Cllr Sarah Ackrill (Vice Chairman)
Cllr James Boswell
Cllr Ken Littlewood (via Zoom)

Also present: PC Peter Jung, Neighbourhood Officer.
Wiltshire Councillor Richard Britton
2 members of the public

Public session PC Jung summarised 2 reported crime incidents in Pitton and Farley.
The contact email address for reporting non urgent matters to PC Jung and his team is:
salisburyareapt@wiltshire.police.uk

Wiltshire Councillor Richard Britton gave his report:

- Wiltshire Council's budget and 3 year strategy has been confirmed
- Further Government spending announcements are expected but Wiltshire Council does not expect to have to draw on reserves
- There is to be a possible change to area board grant funding. CATG will not be impacted by this. The planned changes would require Parish Councils to request any funding though the annual precept request only.

COUNCIL BUSINESS

1. **To receive apologies** - None
2. **To receive any Declarations of Interest and decide upon any Requests for Dispensations** - None
3. **To consider any urgent matters raised in the public session, and any other urgent matters or items of information from councillors (For discussions only, no decision can be taken)**
Please refer to item 6a) and 9c)
4. **Minutes**
To approve as a correct record the minutes of the ordinary Parish Council meeting held on 26th January 2022. **Resolved:** Minutes approved

5. Matters raised in correspondence

- a) **To discuss the Pitton Village Hall AGM and any plans relating to the Queen's Platinum Jubilee celebrations in Pitton and Farley**

The Pitton Village Hall representative attended the AGM held on 23rd February which many residents attended. A Jubilee celebration Committee was proposed and representation from the Parish Council agreed. Events and dates are being discussed for the long holiday weekend in June. Monetary input from the Parish Council may be considered. There is to be a Jubilee meeting in Farley on Saturday 5th March which at least 2 Councillors are expected to attend.

- b) **To consider the ideas received from a resident for additional items to the play area in Pitton**
A resident has proposed the idea of a table tennis table at The Close. The Parish Council recognised the importance of providing equipment for people of all age ranges. All ideas will continue to be collated and costed, to be discussed at a future meeting specifically on this project.
- c) **To respond to a resident's enquiry about the status of the use of the 'public area' in Pitton**
It was confirmed that there have been no recent changes to the use of this space. The public may continue to use the area if required however there are no plans for the Parish Council to place any objects in the area. No permission has been granted from the resident for items to go on the land and Wiltshire Council enforcement would need to be involved for this to happen. No contact has been received from other residents on this matter and the status of use will remain the same in the short term.

d) To discuss the email received from a resident regarding speeding on White Hill, Pitton

It was communicated that a resident has recently lost her third cat due to speeding motorists on White Hill. Addressing speeding across the villages remains a priority for the Parish Council (see item 8). [Action: Cllr Littlewood to respond to the resident to share the plan of how the matter of speeding is being addressed](#)

e) To discuss benefits of full SLCC membership and the Clerk completion of Certificate in Local Council Administration (CILCA)

Benefits to full SLCC membership were outlined and the main reasons for CILCA qualification discussed. The Council recognises the benefits and will be asked to approve the cost of £144 plus VAT for membership in item 11. [Action: Clerk to circulate a summary of benefits to the Council for future reference](#)

6. To review other ongoing matters

a) To consider the ceasing of the publication of the Dun Valley News, suggestions of alternative means of communication with residents and the proposal of a possible new publication.

It was confirmed that the last edition of the current version of the Dun Valley News was to be published in March. Pitton resident R Coppock has issued a proposal to Pitton and Farley and 2 other Parishes to support an alternative publication. Discussions have been made with current advertisers and rates have been discussed. Printing costs have been explored and there is a possibility that there could be an increase in this area. The quality and size of a replacement version were discussed. It was felt that all three Parish Councils should discuss the next steps and decide whether costs presented would be acceptable. The proposal was met favourably by the Parish Council who find a village publication a highly beneficial means of communicating with residents. It was suggested that the new publication could be launched in April. It is therefore hoped a meeting with other Parish Councils can take place in March. [Action: Resident R Coppock to investigate a reduction in printing costs. Clerk to contact other Parish Councils to discuss meeting dates](#)

b) To review the maintenance works in Pitton and Farley and discuss next steps

Works to tidy up the villages continue. Discussion regarding potential projects at The Close are ongoing.

c) To review the quotations received for a replacement gate to 'The Close' Pitton

4 quotations have been received for a replacement gate and posts. These were for hardwood/oak. It was agreed that softwood quotes should be sought as softwood will weather better, , to include the chicane next to the gate. Lead work around the base of the posts will also be required for longevity. [Action Clerk to contact the 4 suppliers for alternative quotes](#)

d) To consider the books/games in the Pitton bus shelter and suitable storage solutions

A large number of books and games have been left in the bus shelter/village hub, creating a popular meeting place. It is felt however that it needs to be better organised, with the addition of a new cabinet enabling a tidy up. The space is intended for jigsaws, books and DVDs in good condition, but no games containing small parts. [Action: Clerk to contact G Wheeler for storage options](#)

e) To discuss the updating of the Parish Council.gov website including a news page

It was confirmed that the clerk can now upload key documents to the website which should enable residents to access information much quicker. The addition of a 'news' page to the .Gov website will also enable the Parish Council to communicate to residents more regularly and promptly, especially when the current DVN publication ends. [Action: Cllr Ackrill to go through current site and advise of changes to be made](#)

f) To discuss an update to the land at Three Acre Farm

It was confirmed that an update from Enforcement is expected

g) To discuss the works being carried out at Farley Village Hall and the grant application received

The timetable of works was communicated. It was confirmed that the grant policy does not allow contributions for retrospective works. The work to the windows and floor has already been completed however the refurbishment to the benches is happening later in the year. It was proposed that this item is postponed to the next meeting so that the Chair of the village hall can be present for further discussion. [Action: Clerk to arrange for the Chair of the Village Hall Committee to attend the next meeting.](#)

h) To confirm the cancellation of the proposed St Peter's litter pick on 19th and 20th March

It was confirmed that the litter pick has been cancelled due to the current advice from Public Health England for the Salisbury area.

7. Flooding and Flood Amelioration

To summarize a discussion with the Flood Action Group

It was discussed that The Flood Action Group had invited the Parish Council to a meeting to communicate any developments. The meeting was summarised and the Flood Action Group have subsequently attended a flood ops meeting. No response has been received from the Environment Agency to advise of long term suggestions to help the village. It was decided that their inactivity will be escalated by way of letter to John Glen MP. [Action: Flood Action Group to send escalation letter to the Parish Council for their input before sending on to John Glen prior to the next meeting.](#)

8. Traffic Calming:

To discuss the outcome of traffic/speeding related meetings held since the survey results and outline next actions

- A meeting took place with Wiltshire Councillor, Richard Britton, who gave an overview on potential traffic calming measures, which could be progressed in conjunction with Wiltshire Council. A meeting is now being arranged with Wiltshire Council to explore potential traffic calming measures which could be deployed in the two villages and the costs of these. It will also be explored if data cables can be re-laid in Pitton at a location to be agreed upon.
- A response has been received from the Police and Crime Commissioner's office expressing appreciation for the work being progressed in the two villages and an update was provided on speed enforcement work being carried out by Wiltshire Police.
- The Wiltshire Police Speed Watch Co-ordinator has been contacted and is helping to progress a Community Speed Watch project in Farley. This will require a Team Leader and four volunteers who will have to submit an expression of interest form and undergo some online training, which is available in May 2022. It was agreed that Cllr Littlewood will lead the team.
- Local PC Pete Jung has also stated that he will support a CSW in Farley when this is up and running.
- Communications have taken place with the CSW Team Leader in Landford, who has offered to provide a demonstration of a CSW in action, this will be taken up in due course.
- A meeting also took place with the primary school in Pitton to update them on the survey results and to ask that they raise any concerns to the Parish Council

[Actions: Options for a further traffic survey in Pitton to be explored. Clerk/KL to circulate appeal via website/notice-boards for four CSW volunteers in Farley. KL to follow up with Wiltshire Council to get the information and costs of potential traffic calming measures, for consideration in the two villages](#)

9. Highways/Parish Steward/CATG/Footpath Issues

- a) **To discuss the letter and notice to riders regarding reporting damage caused to fencing by the bridleway behind Glebe Close Pitton**

It was confirmed that a notice has been displayed on the bridleway and a letter sent to the stables. The resident has been updated accordingly. [Action: Clerk to contact the paths team at Wiltshire Council for progress on the widening of the path.](#)

- b) **To discuss the blocked drains on the corner of White Hill/Slate Way and any communication from Wiltshire Council**

It was explained that the resident's property has again been flooded in recent days and that a local farmer has helped to dig down to the pipe in the drain to release excess water. Wiltshire Council have been asked to advise of plans to repair the drainage on this part of White Hill or plans to regularly send a vehicle to clear the existing pipes. It was noted that responsibility ultimately lies with Wiltshire Council who have surveyed the area previously and are aware of the work that is required to pipe work. [Action: Clerk to contact Highways again for an update](#)

- c) **To review the latest response from Wiltshire Council regarding the new footpath across Monarchs Way**

It was advised that approval in principal for this path was received from Wiltshire Council a year ago yet there have been no developments since and no firm updates received. Those responsible at Wiltshire Council have moved on to other roles and it is uncertain who is now heading up this project. The matter was escalated to Cllr Britton.

d) **To review the completed Parish steward activities for the first quarter of the year and discuss next tasks for Farley**

It was summarised that the steward has carried out recent work in Pitton, filling in minor potholes, carrying out minor repairs to the path at The Close and arranging road sweeping. He is being given

a list of jobs to be carried out in Farley, commencing with the replacement of road signs. **Action: All Councillors to advise clerk of any 'new' jobs to be added to the list.**

10. Health & Safety

a) **To discuss wheelchair access on paths regulation**

It was confirmed that the access measurements of the fencing at the entrance to The Close is within current guidelines, but that the location of the bin could be problematic for wheelchair users to navigate. **Action Clerk to contact bin contractor to arrange for it to be moved.** It was discussed how the path through the area is uneven and narrow. **Action: Clerk to ask Wiltshire Highways for advice and investigate ways to address this.**

11. Finance

1) The bank balance as at 1st February 2022 was noted, £21,906.07

2) **To discuss the breakdown of general and allocated reserves**

It was reiterated that the build up of reserves from previous years was considered at length when the 2022/23 budget and precept request were being determined. There is to be a reduction in general reserve in the new financial year and earmarked reserves will be reallocated as follows; £7000 for repairs and redevelopment of The Close, £3000 for flooding, £5000 for speed initiatives. EMRs are necessary to ensure accurate long-term planning and budgeting for high value items and replacements.

3) **To confirm revised bank signatory arrangements**

It was confirmed that the new cheque/bank signatories are now in place

4) **To review schedule of payments and to approve any new payments required:**

Payments Requiring Approval

- Farley Village Hall - Hire 26/01/2022 - £18.00 - Approved
- SLCC - £144 plus VAT for full membership - Approved

12. Reports

To note reports from Council members with any developments since the last meeting:

Cllr Boswell advised that as village hall representative for Pitton he has been involved in discussions about a new noticeboard outside the front of the hall. The design, size and cost of a new board is currently being discussed. It was confirmed that the cost of hall hire to the Parish Council will remain as is.

13. Planning

a) To consider a response to the following planning applications received from Wiltshire Council at the time the agenda was issued:

1. **Application Ref: PL/2022/01067 Address:** Land to the NE of White Hill, Pitton, Salisbury, Wilts, SP5 1DY **Proposal:** New hay and general purpose agricultural store **Resolved: Support**
2. **Application Ref: PL/2022/01035 Address:** Black Barn Slate Way Pitton Salisbury SP5 1ED **Proposal:** Demolition of existing agricultural building and erection of a holiday lodge with associated parking, hard and soft landscaping **Unresolved:** It was unclear how this application differs to previous applications on this site. **Action: Clerk to contact the Wiltshire Council planning officer for clarification before a decision is made**

b) To consider a response to applications notified between the publication date of the agenda and the date of the meeting, if necessary. None

c) Planning Decisions: The Council noted the following planning appeal decision made by Wiltshire Council since the last meeting.

Appeal Ref: APP/Y3940/W/21/3282224 Address: Barns at March Farm, Lucewood Lane, Farley SP5 1AX **Proposal:** The demolition of 2 agricultural barns, which both have consent for conversion to dwellings, and the erection of a detached dwelling

The application Ref: PL/2021/05742, dated 2 June 2021, was refused by notice dated 13 August 2021. **Decision** The main issue in the appeal is the effect of the proposed development on the character and appearance of the surrounding rural area. Appeal Dismissed.

15. To note dates of the next ordinary meetings:

Wednesday 30th March - 7.30pm at Farley Village Hall

Wednesday 27th April - 7.30pm at Pitton Village Hall

Wednesday 25th May - Annual General Meeting - 7.30pm at Farley Village Hall

Wednesday 22nd June - 7.30pm at Pitton Village Hall

16. To close the meeting - The meeting closed at 21.40

Members of the Council must consider the following matters in consideration of their public duties:

Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health and Safety, Human Rights.

Draft Minutes for approval at the next Ordinary Parish Council Meeting on Wednesday 30th March 2022