

Minutes of the Ordinary Pitton and Farley Parish Council meeting held on Wednesday 26th January 2022 at 19.30 at Farley Village Hall.

Present:

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

Also present: PC Peter Jung, Neighbourhood Officer. 8 members of the public

Public session PC Jung provided an introduction to his role and his areas of focus in rural areas. The contact email address for reporting non urgent matters to PC Jung and his team is: **salisburyareapt@wiltshire.police.uk**

COUNCIL BUSINESS

1. **To receive apologies** - Apologies for absence were received from the Parish Clerk who was unable to attend due to illness
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)** - None
4. **Exclusion of the Press & Public**
It was requested that for reasons of financial confidentiality Item 7c would be discussed following the exclusion of the press and public at the end of the meeting
5. **Minutes**
To approve as a correct record the minutes of the ordinary Parish Council meeting held on 24th November 2021 and extraordinary meeting held on 12th January 2022. **Resolved:** Minutes approved

6. Matters raised in correspondence

a) To discuss the Proposed Increase To Police Tax in 2022

It was outlined that the policing precept for 2022/23 will increase by £10 per year for the average household (band D). This follows a recent police funding announcement from the Home Office which was based upon the assumption that all PCCs would seek to use the maximum flexibility afforded them by the Government to increase local precepts. Residents are invited to present their views by completing an online survey via <https://www.surveymonkey.co.uk/r/7PFVB2Q>

c) To review Parish steward activities for the first quarter of the year.

There has been no visibility of the Parish steward in Pitton and Farley. A request was sent in December 2021 for grit in grit bins to be broken up and for drains to be cleared of leaves but no action has been seen as yet. Councillors were asked to email the Clerk with details of any jobs that need adding to the list. **Action:** Clerk to contact the Parish Steward for an update

d) To review Councillor responsibilities and representation with other village groups

All Councillors were asked for suggestions of changes to current roles within the Parish Council. Cllr Littlewood is to head up the speed monitoring project in both villages. Cllr Boswell is to be joined by Cllr Ball to assist with flood related matters. All other roles will remain the same.

e) To discuss the works being carried out at Farley Village Hall and a possible request for funding from the Parish Council

The Chairman of the Village Hall Committee, Colin Baxter, was invited to explain the upcoming improvement works to the village hall. This refers mainly to interior Window Painting: Work is due to start at the end of January; Main Hall Floor Refurbishment: to sand, seal and varnish the main wooden floor; Wooden Bench Seating: When the major works are complete to strip back and repaint the wooded seating which surrounds the main hall. The Chairman was asked to advise the status of any Covid related grants and what they had been used for. The situation of the ownership of the building was also clarified. **Action:** Clerk to send grant application form to Colin Baxter

f) To discuss concerns regarding blocked drains from a resident on White Hill/Slate Way and the subsequent response from Wiltshire Council

Concerns had been raised by a resident on White Hill who had previously contacted Wiltshire Council about drainage concerns but in recent months has received no response. The Parish Council have followed this up with Wiltshire Council who have taken ownership of the matter, advising that clearing of drains near the property would not lead to long term improvement as the issue lies with the drainage system underneath the house. The matter has now been passed to Danny Everett for next steps and to find out if regular pumping by the vacator machine could be arranged prior to any long term fix. [Action: Clerk to follow up with Danny Everett and relay the outcome to the resident](#)

g) To discuss suggestion of a proposed litter pick in Pitton on 19th and 20th March

St.Peter's Church is arranging a litter pick around Pitton on Saturday 19th and 20th March. The event will be advertised locally. [Action: Cllr Ackrill to liaise with Sarah Sankey and arrange the collection of the litter pickers from the previous clerk. Clerk to check current Wiltshire litter picking guidance](#)

h) To discuss concerns from a resident regarding the current level of financial reserves

A resident had enquired whether any financial reserves held by the Parish Council would be spent. It was confirmed that they had been factored into the budget and precept request for 2022/23 and that spending plans were taking reserves into account. [Action: Clerk and Chair to discuss prior to the next meeting when reserves will be analysed and any plans for expenditure detailed](#)

7. To review other ongoing matters

a) To consider the current status of the publication of the Dun Valley News.

The Parish Council has received multiple enquiries about the future of the DVN. It is understood that alternatives have been considered but that no decision regarding its future has been formally communicated as yet.

b) To discuss damage to the play park in Pitton

It was described how shortly after the playground fence was repaired following the fallen tree, the coach bolts were deliberately removed. Remedial work has since been carried out. Residents are asked to be extra vigilant and report any damage in this area to the Clerk.

c) To discuss the current situation with the Farley Fox recreation area

For reasons of financial confidentiality Item 7c is to be discussed following the exclusion of the press and public at the end of the meeting

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

The Parish Council has received very positive feedback from residents in both villages about the improvement to the bus shelters. The clearing of The Close in Pitton continues. The tree in the right corner opposite the notice board needs cutting back. It was also suggested that any plans to that area leave the gate clear. The compost pile also needs clearing. [Action: Clerk to contact the resident of the house bordering the tree to advise of works planned and another nearby resident regarding his usage of the compost](#)

e) To consider a book/games cabinet to go in bus shelter

The bus shelter is being used as a village hub/meeting place by many residents. It has been suggested that there is sturdy storage for games/jigsaws. A resident has advised they can provide a suitable solution and will email a photo of it to the clerk for consideration.

f) To discuss the updating of the Parish Council.gov website

There have been concerns that the Parish Council website is not updated fast enough with minutes/agendas etc. The clerk is shortly meeting with the current site administrator to be shown how the Council can make updates themselves as well as reset passwords etc themselves. There is also discussion regarding the set up of a 'News' page which can be updated frequently.

g) To review the response from Wiltshire Council regarding the new footpath across Monarchs Way

Wiltshire Council's Property department is exploring managing Roundbarrow Farm for greater ecological benefits and improvement to the environment. The site is being surveyed to establish what is possible and advice is being taken from the RSPB and Wildlife Trust with regard to conservation farming etc. The intention is to dedicate a formal right of way which connects the currently dead end footpath PIFA43 (the purple line which stops at the north-east boundary of Roundbarrow Farm) to Pitton. [Action: Clerk to contact Wiltshire Council for further update if none received by mid February](#)

h) To review levels of noise nuisance across the villages

It has been reported that levels have improved, especially that of dogs barking at unsociable hours. Residents are thanked for their efforts in being mindful to others. Residents have reported that there are still incidents of prolonged barking and the council agreed to move to next steps and contact the residents directly by letter in the first instance.

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

Wiltshire Council were asked for an update regarding the mobile home at Three Acre Farm which does not have planning permission. Wiltshire Council confirmed that they were actively continuing with their enforcement process and would update the council soon.

Concern was raised about vehicles parked on the bend close to this area. [Action: Cllr Ball to check out the road and bearing in mind that the parish boundaries do not necessarily follow the roads identify if this is in the Pitton and Farley Parish](#)

8. Flooding and Flood Amelioration

There is not yet a date set for a meeting with the Flood Action Group. The meeting will be to address the following:

- i) The annual budget for the sourcing of supplies
- ii) To review the latest flood action plan and contact/volunteer list
- iii) To discuss insurance and health & safety requirements
- iv) To discuss the ownership of the siphon culvert in Pitton

9. Traffic Calming: To discuss the results of the traffic surveys and next actions

The findings of the late 2021 traffic surveys were summarised. Due to the high percentage of drivers (55%) exceeding the 30mph limit in Farley, it now qualifies for the set up of a Community Speed Watch team. Although Pitton's results did not show the same, consideration is being made to next steps there, including liaising with the school for their feedback and the possible set up of another survey in a different location. It was explained that some calming measures are very expensive and require self funding.

Consideration could be given to improved signage, white lines, village gates and walking lanes. Many of these initiatives can be arranged with CATG where part funding is an option.

[Action: Cllr Littlewood to explore next steps](#)

10. Highways/Parish Steward/CATG/Footpath Issues

- i) To discuss a resident's request for a convex mirror to be placed opposite the track on Parsonage Hill Farley to enable drivers to exit safely

It was confirmed that Wiltshire Council have no objection to a mirror being placed in the spot concerned provided it is within their guidelines. The resident is liaising with the farmer to agree on the positioning of the mirror. [Action: Clerk to contact resident to ask if any further action is required by the Parish Council](#)

- ii) To discuss damage caused to a fence between a property in Glebe Close, Pitton and the rear bridleway

It was explained how a resident's rear boundary fence has been damaged/knocked down on multiple occasions by passing horses. The paths team at Wiltshire Council have been asked to check out the path concerned to see if there is a possibility of cutting back landscape, to widen the path. It was suggested that in the interim a letter is sent to the nearby stables asking for their consideration. A notice will also be placed in the area concerned. [Action: Clerk to create a notice and circulate for approval before it is displayed.](#)

11. Health & Safety - Nothing to report

12. Finance

- 1) To note the bank balance as 31st December 2021, £23,330.07
- 2) To review current signatory arrangements - The forms have been completed for previous signatories to be removed and new ones to be added
- 3) To review schedule of payments and to approve any new payments required:

Payments Requiring Approval/Cheques Signing

- Sean McCarney - Village website annual hosting charge - £53.88 - **Approved**
- Gil Wheeler - Maintenance and replacing of notice board inside bus shelter in Pitton - £50.00 - **Approved**
- George Manston - Works carried out at The Close, Pitton : October to December 2021 - Mowing, Strimming Emptying litter bins - £200.00 - **Approved**
- ICO data protection fee - £40.00 - **Approved**

It was advised that quotes for a replacement gate to 'The Close' are being sought, for discussion at the February meeting

13. Reports

a) To note reports from Council members with any developments since the last meeting.

All Councillors confirmed that any ongoing matters had been covered earlier in the meeting

14. Planning - to include a short presentation from Cllr Britton

A report had been prepared and circulated to the Council prior to the meeting, providing the Council with some guidance when making decisions regarding planning applications. It was clarified that the Parish Council should consider only the information on the application, without thoughts of what 'might' happen and with a focus on providing local knowledge and opinion to the planning officers.

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/2021/11372 Address:** ORCHARD HILL, WHITE WAY, PITTON, SALISBURY, SP5 1DT **Proposal:** Erection of a detached chalet bungalow, associated carport, parking, access and landscaping. Please note an extension to discuss this item was granted. **Resolved: Support but with a request for consideration to vehicular entry/exit requirements and construction traffic based on the location of the development**
2. **Application Ref: PL/2021/10614 Address:** Ellie's Barn, Pitton Road, Farley, Salisbury, SP5 1AN **Proposal:** Listed building consent (Alt/Ext) 1 Conversion of double kitchen windows into patio doors, retaining all period features 2 Removal of internal wall separating kitchen and utility room. **Resolved: Support**

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 planning decisions made by Wiltshire Council since the last meeting.

1. **Application Ref: PL/2021/10034 Address:** YEW TREE COTTAGE, THE STREET, FARLEY, SALISBURY, SP5 1AA **Proposal:** Demolition of existing extension and erection of new oak framed extension with associated works **Resolved:** Approve with conditions
2. **Application Ref: PL/2021/09770 Address:** THE SILVER PLOUGH INN, WHITE HILL, PITTON, SALISBURY, SP5 1DU **Proposal:** Insertion of French doors in principal elevation and construction of a raised decked area and balustrade **Resolved:** Approve with conditions
3. **Application Ref: PL/2021/11071 Address:** Black Barn, Slate Way, Pitton, SP5 1ED **Proposal:** Operational works in association with the upcoming change of use of part of the agricultural building to a flexible commercial use under Schedule 2, Part 3, Class R of the General Permitted Development Order. **Resolved:** Approve with conditions

d) To discuss the Prior Approval: Larger Home Extension process

This scheme has been followed for an extension to a property in Glebe Close Pitton. It was discussed that the scheme allows for an extension to be approved on a 'larger' home, involving the views of immediate neighbours but not the Parish Council and other nearby neighbours. It will be suggested within Wiltshire Council that Parish Councils are made aware of such developments at the same time as immediate neighbours.

Cllr Britton confirmed that this scheme was for 'Large' properties and it was pointed out that this was not a 'Large' home but a terraced property and therefore may not have access to this scheme. Cllr Britton agreed to look into it.

15. To note dates of the next ordinary meetings:

Wednesday 2nd March 2022 - 7.30pm at Pitton Village Hall - TBC

Wednesday 30th March - 7.30pm at Farley Village Hall

Wednesday 27th April - 7.30pm at Pitton Village Hall

Wednesday 25th May - 7.30pm at Farley Village Hall

Wednesday 22nd June - 7.30pm at Pitton Village Hall

16. To close the meeting - The meeting closed at 21.35

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.