

MINUTES OF THE MEETING OF CALNE WITHOUT PARISH COUNCIL  
HELD AT LANSDOWNE HALL, DERRY HILL  
MONDAY 11<sup>th</sup> DECEMBER 2023 7.30PM

CALNE WITHOUT COUNCILLOR ATTENDANCE

Present (P): Apologies (A): Did Not Attend (X)

John Barnes (Chair)	P	John Armstrong	P	Lucy Campbell Rogers	A
Pauline Crane	P	Sue Deedigan	P	Rob Hislop	P
Jurgen Kronig	X	Bruce MacInnes	P	Jay Nugent	P
Doug Price	P	Ioan Rees	P	Keith Robbins	P
Andrew Turton	P	Philippa Todd	P		

Wiltshire Council Unitary Councillor (Calne South) Sam Pearce-Kearney did not attend .  
Wiltshire Council Unitary Councillor (Calne Rural) Ashley O'Neill did not attend.

**302/23 Apologies**

To receive apologies.

Apologies were received from Cllr Campbell Rogers,

*It was unanimously resolved to accept the apologies.*

**303/23 Public participation/ Correspondence**

301.1/23 Public participation

Opportunity for members of the public to address the Committee.

301.2/23 Correspondence

For the Clerk to report any correspondence not circulated.

There were no members of the public present or correspondence to report.

**304/23. Declarations of Interest**

Declarations from Councillors of any disclosable pecuniary interest (Standing Orders 13b) or other interest (Standing Orders 13c) in respect of matters being considered by the Council.

There were no Declarations of interest.

**305/23. Chairman Announcements**

The chair reminded the council that the Christmas meal is Tuesday 19<sup>th</sup> December

It was noted that at area board it was stated that next year is the 250<sup>th</sup> anniversary of the discovery of oxygen at Bowood house by Joseph Priestly, might want to have a think about how we can contribute to celebrations.

Cllr Tony Trotman passed away recently and unexpectedly. He was a very active member of local government having held office at Wiltshire council, Calne Town Council and Calne Without Parish Council over the course of his local government career. He was a resident of CWPC at time of death. The council held a one-minute silence.

### **306/23. Minutes**

**Recommendation: That the Committee approve the [Minutes](#) of the meeting held on 13<sup>th</sup> November 2023 as a true and fair reflection of the motions agreed by the Committee and the discussion that took place and that these be signed by the Chairman as such.**

*It was resolved by majority to approve the minutes for the meeting held on 13<sup>th</sup> November 2023 as a true and fair reflection.*

### **307/23. Clerk Report**

For the clerk to update on actions noted in the previous month's minutes.

The clerk reported that was all replies completed to planning applications and consultations. The Signs have been ordered for the bridleway.

### **308/23. Accounts**

308.1/23 Payments

Recommendation that the following payments be approved:

Parish online		£138.24
Simon Day and co.	Payroll services Oct – Dec 23	£54 (inc vat)

And any other payments received since the issue of the agenda.

*It was unanimously resolved to approve the payments.*

308.2/23 Balance and Expenditure

To consider and approve the [balance and expenditure](#) for the period ending 30<sup>th</sup> November 2023 Report circulated.

**Recommendation: That the Council approves the balance and expenditure for the period ending 30<sup>th</sup> November 2023.**

*The report was accepted unanimously.*

### **309/23. Planning**

To consider the planning applications currently out for consultation. List below.

<p><b>PL/2023/09418 - PL/2023/09707</b>  <b>Single storey rear Orangery extension and first floor rear extension to Master Bedroom.</b></p>	<p><b>Norborne Manor, Chilvester Hill, Calne, SN11 0LP</b>  <a href="https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001Btf0l">https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001Btf0l</a></p>
<p>The councillors discussed the applications</p> <p><b>Proposal;</b> object on the grounds of some concerns of loss of legibility of the loss of the original 17<sup>th</sup> c building with no compensating benefit believe application has been misdescribed as there is no mention of the roof terrace and the first floor extension is both first and second floors.</p> <p><i>It was unanimously resolved to object to the application on the above grounds.</i></p>	
<p><b>PL/2023/09648</b>  <b>Demolition of existing outdated and unsafe workshop, stores and office and construction of contemporary replacement workshop, stores and office</b></p>	<p><b>Land at Old Nethermore Pit, Naish Hill, Lacock, Chippenham, Wiltshire, SN15 1QH</b>  <a href="https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001Btc9p">https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001Btc9p</a></p>
<p><i>It was unanimously resolved that the council had no objection to the planning application.</i></p>	

### 310/23. Budget and Precept Request 2024/2025

To consider the [budget report](#) and [proposal for 2024/25](#)

**Recommendation;** That the Parish Council approve the Budget for 2024/25, as detailed above and agree that a Precept request of **£32,885.82 or £32752.89** (dependant on the outcome of the Council Tax Reduction scheme consultation) with a resultant Band D cost of **£21.72** should be made to Wiltshire Council.

**That the Council authorises the signing of the Parish Precept Requirement 2024/25 Form, by the Chairman and the Clerk, for a Precept of £32,885.82 or £32752.89.**

The councillors discussed the budget proposal.

*It was unanimously resolved that the Parish Council approve the Budget for 2024/25, as detailed above and agree that a Precept request of **£32,885.82 or £32752.89** (dependant on the outcome of the Council Tax Reduction scheme consultation) with a resultant Band D cost of **£21.72** should be made to Wiltshire Council.*

### 311/23. Updates from Strategic Plan Committee

311.1/23 To consider and approve the updated [strategic plan](#).

Cllr Price introduced the plan and the main 'takeaway' from it, This seeks to allocated the Cil money primarily, what are we spending It on, how do we present visibility, where we see the money being spent for the next few years,

All the CIL money has been 'allocated' to projects with no money left for new spending proposals, except for the community facilities pot of money. Rest is committed to key strategic projects.

*It was unanimously resolved to approve the version presented with a few small amendments.*

### 311.2/23 Definition of committed spend.

To consider the attached [discussion paper](#) and approve the definition of fully approved.

To be fully approved a project must have past the following checks:

- a. The full scope of the project must have been approved by CWPC at a full council meeting (see notes 8 & 9 below for the latest dates at which this approval must be given). This includes approval to spend the allocated budget and the project must be scheduled to be completed by March 2027 at the latest (see point 3 below).
- b. All of the following points should normally happen before approval by CWPC (point a. above) but for the avoidance of doubt they are explicitly mentioned here.
- c. All key stakeholders must have also approved the project's scope, objectives, and deliverables – see examples later.
- d. Any local consultation required must have been successfully completed, with the feedback incorporated are necessary.
- e. The successor council must have signed-off that they support the project and commit to support its implementation and become accountable for delivering its projected benefits. (see note 11 below)
- f. Firm cost breakdowns for the implementation must be available.
- g. An implementation plan approved by all of the key stakeholders must be available.
- h. Any third-party contractual obligations must have been identified and accounted for in the plan.
- i. Any long-term commitments, financial or otherwise, must be clearly defined. This includes costs that the successor parish will incur in future, such as insurance, maintenance, health, and safety checks etc. See notes 8 and 9 below.
- j. The parties in any contractual agreements must be clearly defined in terms of post CGR entities.
- k. A mechanism for tracking the execution of the plan must be in place.

*It was unanimously resolved to accept the above definition of committed spend.*

### 311.3/23 Defib proposal

To consider the attached [discussion paper](#) and the following specific requests;

1. Approval to procure three AEDs now (two for Lower Compton and one for Calstone) at a cost of £2,500 each plus £200 each for installation.

2. Approval in principle to procure an additional four AEDs (Mile Elm, Cherhill View, Sandy Lane and Pewsham) on the condition that the local communities support their installation and suitable sites are found.
3. Approval in principle to use CIL income to fund 5-year support and maintenance arrangements for the seven new AEDs plus the existing six owned and managed by the Heartbeat group.
4. Investigate bringing the existing Stockley AED into this scheme, along with the associated costs.

**Budget: Units - Community Facilities (CIL funded)**

**Ongoing maintenance- Defibrillator Maintenance (CIL funded)**

**Power: Public Health Act 1936, s234**

The cllrs discussed the proposals, there were concerns about education of general public in how to use a defib. It was acknowledged that many of these defibs would pass to a different council in May 2025, so the units installed should match what that council/ group currently use and maintain.

*It was unanimously resolved to support the defibrillator proposals and costs outlined.*

**312/23. Road Safety Working Group Updates**

**312.1/23 Stockley & Broads Green Road Safety Feasibility Study Scheme**

To review and endorse [Highway Improvement Request Form](#) prepared by the Road Safety Working Group, in respect of the proposed Feasibility Study scheme at Stockley and Broads Green, for submission to the next Calne Area LHFIG meeting.

**Recommendation:** that the Council endorses the Highway Improvement Request Form for submission to Calne Area LHFIG.

*To was unanimously resolved to endorse the Highway improvement form and submit to Calne area LHFIG for consideration.*

**312.2/23 Derry Hill and Studley Road Safety Feasibility Study Schemes**

To authorise the Parish Council's contributions towards the cost of Wiltshire Council undertaking a Speed limit Assessment for Studley and topographic surveys at five locations in Derry Hill and six locations in Studley, at an estimated cost of £5,000. This work is required to develop the Road Safety Feasibility schemes at Derry Hill and Studley approved by the Council on 17<sup>th</sup> April 2023.

**Recommendation:** that the Council authorises an estimated contribution of £5,000 towards the cost of a Speed Limit Assessment for Studley and topographic surveys for Derry Hill and Studley.

**Budget: Road Safety Budget (to be funded from CIL Reserve)**

**Power: Road Traffic Regulations Act 1984 S72**

There was a discussion about the contributions requested, it was noted that this could end up being a 'sunk cost' if the resulting project becomes too expensive, it was further commented that the information from these surveys could feed into a 'substantive bid' for large projects.

Finally it was also noted that the speed limit changes could still go ahead if the request for further traffic calming measures do not prove successful.

*It was unanimously resolved that the Council authorises an estimated contribution of £5,000 towards the cost of a Speed Limit Assessment for Studley and topographic surveys for Derry Hill and Studley.*

### 312.3/23 A4 road traffic orders

To consider the proposed [road traffic orders](#) published by Wiltshire Council and discuss the councils response.

The councillors discussed their disappointment that the proposals do not cover all the areas that are felt necessary but were happy that the 40mph limit at the Studley Crossroads was progressing.

**Proposal** – support the proposed changes but re-state our position that:

We are disappointed that the section from Norley Lane back to Chilvester Hill (past the exit point of the Bowood estate) will remain at the NSL.

We are also very disappointed that the section from Studley Crossroads down to the A342 junction (at the bottom of Old Derry Hill) will also remain at the NSL, particularly given the effect of downhill momentum on braking distances and the hazardous nature of this junction.

& that we ask residents to provide qualified support to this effect.

*It was unanimously resolved to support the above proposal.*

### **313/23. Calne Area Local Cycling and Walking Infrastructure Plan (LCWIP) Consultation**

To consider the attached [proposed response](#).

**Recommendation.** It is recommended that the Council endorses this paper and authorises the Parish Clerk, supported by the Chairman, to submit the Council's response to the Calne LCWIP Consultation.

*It was unanimously resolved to endorse the proposed response.*

### **314/23. On Demand Bus proposal**

To consider the attached [report](#) and recommendations

**Recommendations;**

1) That council consider if they support the proposal for an on demand bus service for Calne and Calne Without.

2) If the council supports the proposal that a representative is nominated to represent CWPC at meetings on this matter.

*It was unanimously resolved to support the proposal to work with Calne TC on an on demand bus service and that Cllr Pauline Crane would be the representative from CWPC in meetings.*

### **315/23. Small grant request – Derry Hill and Studley Community Committee**

To consider the [small grant request](#) for £225 from the Derry Hill and Studley Community Committee

**Budget; Community Facilities (CIL)**

**Power; LGA 72 S137**

The cllrs discussed the application, the benefits of the website to the local residents and the risks of the community committee relying on money from the Parish Council that may be running out in the next couple of years.

*It was unanimously resolved to support the request for £225 but to make the committee aware that this is an ad hoc payment and there may not be the money available to support this in the future.*

### **316/23. Community Governance Review – Transfer of Monetary assets.**

To receive a verbal update on the next steps of the transfer of monetary assets.

Cllr Barnes updated the council, that there was an agreement with all but one council and have been advised that if we cannot get full agreement then there may be the need to go through an arbitration process to get the matter finalised which will come at a cost to both parties.

### **317/23. Community Orchard**

To consider the [discussion paper](#).

**Request;** That Full council note the paper and endorse the revised plan to allow discussions with relevant stakeholders to be progressed.

*There was unanimous approval to endorse the revised approach to allow discussion to be progressed;*

### **318/23. Derry Hill Playground Working Group**

318.1/23 To consider and approve the draft [terms of reference](#).

*It was unanimously resolved to approve the terms of reference.*

318.2/23 To consider the attached [report](#) and included recommendations

- That CWPC seek agreement to the proposed works from the Bowood Estate (Land Owners) and Wiltshire Council who's Streetscene contractors maintain the open space.

Should the Bowood Estate and Wiltshire Council have no objections then we recommend that the Council should seek quotations from suitably qualified playground consultants for the development of a concept design for playground equipment as set out in the previous section.

*It was unanimously resolved to seek agreement to the propose works from Bowood and Wiltshire Council.*

- That the Council should seek quotations from suitably qualified landscapers to restore the humps and the ground in front of the goalposts.

Or

- The council does the work ourselves with the aid of volunteers to a maximum budget of £250.  
(For costs of top soil, seed and a post and tape barricade.)

*It was resolved to Speak to Wiltshire council, Bowood and insurance company to get permissions and an understanding of liabilities, and defer decision relating to the maintenance of 'the humps' until further date.*

### **319/23. Committees and working groups membership.**

To review the membership of [committees and working groups](#) and amend members if required.

Cllr Turton indicated he wanted to be a member of the road safety working group and the Derry Hill play area working group.

Cllr Nugent stated he would like to be a member of the engagement working group.

The Clerk noted that there would be an opportunity to vote new members onto committees in May 24 and new council members were welcome to go to committee meetings before this date to understand what each committee did.

### **320/23. Meeting dates 2024**

To consider and agree the [meeting dates](#) for 2024.

It was unanimously resolved to agree the meeting dates for 2024.

### **321/23. Confirm time and date of the next Full Council Meeting**

Monday 12<sup>th</sup> February 2023 7.30pm



The next meeting date was approved

The meeting closed at 21.40