

Minutes of the Meeting of Manningford Parish Council held on  
Tuesday 24<sup>th</sup> October 2023 at 8.00pm in the Village Hall

**Present:** Councillors Andrew Paine, Andy Reed, Linda Tamani, Sue Lymposs, and Bridget Lanyon.  
Unitary Councillor Paul Oatway  
Clerk Ruth Kinderman

**1. Apologies**

Cllr David Proto.

**2. Pecuniary and other Interests**

None.

**3. Approve minutes of the parish council meeting held on 18<sup>th</sup> July 2023**

Cllr Lanyon proposed that these be accepted as an accurate record, seconded by Cllr Reed; all in favour and signed accordingly by Cllr Paine.

**4. Matters Arising**

Cllr Liz Young has resigned due to moving away from the parish; vacancy notices will be placed on the noticeboards this Friday. **Action:RK**

Cllr Lanyon apologised for not having managed to attend the Draft Design Guide webinar.

Cllr Reed has treated the bench and will apply a second coat during November. **Action:AR**

Cllr Oatway will peruse the decision notice for the change of use at the Lower Farm Barn, PL/2023/00974; he is aware of at least two previous planning applications approved on the basis of the applicant's personal circumstances. It was agreed that planning officers' ability to over-ride planning policy in this way sets a precedent for subjective responses and decisions in future, and is likely to lead to an increase in appeals against planning refusals.

**5. To consider Code of Conduct**

The current Manningford Code of Conduct and the new Wiltshire Council Code had been circulated to all councillors prior to the meeting. After discussion, it was agreed to consider adopting a modified version of the Wiltshire Code, removing several sections which Cllr Paine had highlighted as irrelevant to the parish council. The edited version will be circulated to all councillors prior to formal approval at the next meeting of the parish council.

**Action:AP/RK**

**6. Finance to include consideration of draft budget for 2024/2025**

The annual payment of £300 per parish towards the SID group had now been received Alton, with no payments outstanding. The financial position of the group has been emailed to Colin Gale of Rushall.

Payments made since the last meeting were:

Charlton Baker – payroll services July, August and September - £15.50 x 3 collected by direct debit

Clerk's salary July, August and September - £87.50 x 3

South Western Ambulance Service Trust annual defibrillator payment - £540.

WALC training course attended by Cllr Tamani - £54.00

Mark Goddard grass and hedge cutting- £720.00

Bank statements had been circulated to all councillors prior to the meeting; the updated balance sheet and budget monitoring report is attached as an appendix to these minutes.

Payments to be made after this meeting:

Clerk's Salary October - £87.50

Charlton Baker payroll services October - £15.50 to be collected by Direct Debit

Grass safety matting – Cllr Proto to confirm.

A draft budget for 2024/2025 had been circulated to all councillors prior to the meeting with a suggested precept of £8900.00; it was agreed that a 7% increase on the 2023/2024 precept of £8300.00 was acceptable in principle.

It was agreed that a second draft budget for approval should include additional expenditure for tree-work in the playground (item 13) and a higher reserve for any C52 modifications (item 10); it was noted that the Local Highways and Footpaths Improvement Group (LHFIG, formerly CATG) projects now require a 20% contribution from the relevant parish council, rather than 10% as previously.

## 7. Planning Applications

To note progress of applications previously considered:

**PL/2023/04825** - Manorfield Farm, Manningford Abbots, SN9 6HY

**Proposal**- demolition of 3 agricultural buildings and the existing dwelling on the site and the erection of a replacement dwelling with a garage, associated change of use from agricultural to residential land, and hard and soft landscaping.

Approved by Wiltshire Council subject to various conditions relating to ecology and archaeology.

**PL/2023/06049** - Lantern House, Manningford Abbots, SN9 6HY

**Proposal** - To extend and convert the existing residential studio and storage building into a one-bedroom annexe.

Approved by Wiltshire Council subject to the annexe remaining ancillary to the main dwelling for perpetuity.

**PL/2023/06668** – Merryground, Manningford Abbots, SN9 5PB

**Proposal** - The removal of 1.8m of hedge is necessary to increase the width of the gateway to allow modern agricultural equipment to access the land. It will also benefit safety as currently larger vehicles cannot enter and have to park on the side of the road which prevents other vehicles passing which causes frustration of other drivers.

Approved by Wiltshire Council.

**PL/2023/07365 and PL/2023/07433 (Listed Building Consent)** - The Old Rectory, Manningford Abbots, SN9 6HY

**Proposal** - Internal and external alterations

It had been agreed by email to submit no objection. Wiltshire Council is due to publish its decision tomorrow.

## 8. Playground

### i) Slides

Cllr Reed shared pictures of the slide at Easton Royal and noted that the location of an embankment slide in the playground would have to be given careful consideration due to the large space required for the base of the mound. Cllr Reed is hopeful of obtaining a concrete pipe for a tunnel beneath and noted that wooden posts will be required for the top of the mound. Any donations of materials will be acknowledged with a plaque attached to the structure. Clerk has submitted slide price requests to various play equipment companies. A full proposal for the project will be compiled ready for the next meeting.

It was agreed that the pictures could be published on the village Facebook so that residents can see what the parish council is proposing to finance with the CIL and precept monies.

### ii) Grass matting

Cllr Proto will liaise with Cllr Reed about the edging required before proceeding with the project. It was noted that this should be completed prior to the next inspection, which will be ordered in January.

Clerk had perused the deeds of the village hall and playground and noted that its use for car parking is neither explicitly permitted nor denied. (*Post-meeting note: the deeds are dated 1945 and 1953 respectively, when the extent of future car use was unforeseen and unknown.*) It was noted that the ambiguity has enabled the village hall committee to permit village hall users to use the playground for parking but that the stipulation on use for recreation and games prevents general parking by residents.

It was noted that the pot holes and mud may deter village hall users from parking in the playground. It was agreed to improve the parking surface with scalplings in the short term, and to consider laying interlocking grass matting in the long term. Cllr Reed will measure the area and a price per metre will be obtained. It was noted that top soil and grass seed would be required.

**Action:AR**

## 9. Allotments

### i) Water

It was noted that Mr and Mrs Keast, the new owners of Renwick, have kindly allowed plot holders to have water from Renwick's well at times during this summer. Plot holders have returned the favour with donations of produce.

The Wessex Water free water butt scheme had been for existing residential customers only.

### ii) Access

Cllr Paine and Clerk had discussed the access with Mr and Mrs Keast, who were aware of the situation recorded in the parish council minutes under item 9 on 18<sup>th</sup> July. Mr and Mrs Keast are willing to continue to allow plot holders access to the allotment parking over Renwick's drive; on the advice of their solicitor they will review this situation annually. Clerk has added a relevant file note to the allotment records. It was agreed that no change to the tenancy agreement is necessary; Clerk had advised plot holders of the situation in the covering letter accompanying the invoices for 2023/2024 issued last week.

It was noted that the Land Registry documents show that the long strip of overgrowth at the rear of the site belong to the allotments. It was agreed that this should be checked with the field owner, Mr Milsom, and if so, the area could be cleared to create one or two further plots. Clerk noted that there is now a waiting list for plots. It was agreed to proceed with any clearance in the spring and to consider improving parking provision. Clerk noted that the council can increase rental prices if necessary. **Action:AP/RK**

## **10. Highways**

### **i)C52**

Further to a site meeting on 18<sup>th</sup> August with Mark Stansby, Senior Highways Engineer, a second speed survey site has been requested at the southern end of the C52. Traffic volumes will be compared with those obtained prior to installation of the 'Local Traffic Only' signs to give some idea of the effectiveness of the signs, although long-term changes in traffic patterns due to the intervening Covid years will have some impact on the comparison. It is hoped that data will enable an estimate of how much traffic is passing right along the C52 rather than turning off to reach local destinations. On receipt of the results, a further decision will be taken about requesting speed and signage surveys through LHFIG, with the intent to consider reducing the 30mph limit to 20mph, and the remaining length of the C52 from the national speed limit to 50mph. Each survey will require a parish council contribution of approximately £550.

Mark Stansby considered that the introduction of a traffic priority scheme at the bridge by the White House is a possibility which could be explored as part of a 20mph zone.

The cooperative group SID rota had been requested from Colin Gale in order to assist the Community Speed Watch team in avoiding the duplication of speed deterrent measures as happened recently.

## **11. Litter bin in Church Lane**

The churchwardens have agreed that a public dual purpose waste bin may be sited within the churchyard by the gate. Clerk to contact Idverde to order a free-standing bin and add this to the monthly disposal contract. **Action:RK**

## **12. Footpaths**

### **i)MANN16**

A response is awaited from Mrs Grimes, the registered owner of the field.

### **ii)MANN33**

Land Registry documents obtained had shown that the footpath does not belong to any neighbouring landowners. Stephen Leonard, Senior Rights of Way Officer, had advised that in this situation responsibility for the overgrowth rests with the landowners either side, with the half way line being deemed the boundary for responsibility. Wiltshire Highways is responsible for the surface. It was agreed that Clerk should contact all owners of land adjacent to MANN33 to advise them of their responsibilities as clarified by Wiltshire Council.

**Action:RK**

### **13. Parish Steward**

The steward will be asked to check and clear all gullies, including the drain in Church Lane. Clerk to check whether stewards are able to clean village gates. If not, this will be a voluntary task in the spring.

Several trees between Keeper's Cottage and Pure Pastures were noted as being too tall. Cllr Oatway advised that he had attended a site meeting with Malcolm Beaven, Local Highways Manager, as a result of which James Kinderman of Pure Pastures has agreed to start cutting back as necessary.

It was agreed to obtain tree surgeons' advice and quotes for pollarding several trees at the rear of the playground. **Action:RK**

### **14. Village Hall**

Cllr Lympos reported that the Committee had held its AGM in September; accounts were passed to Clerk for the records. Cllr Lympos said that there will be a Quiz Night on 17<sup>th</sup> November and a trial session of the Pizza Van on 24<sup>th</sup> November. The Christmas party will be held on Tuesday 12<sup>th</sup> December and it is hoped to arrange carol singing around the village.

An updated quote for £3800.00 including VAT had been obtained for replacing the fascias and soffits, as originally planned to be implemented before Covid. Clerk to enquire with Richard Rogers, Area Board Manager, as to timescales for grant applications and send the link to Cllr Lympos. **Action:SL/RK**

### **15. PCC**

Cllr Lympos reported that the Pet Service held in the Village Hall had been very well attended. The church has recently been spring-cleaned.,

### **16. Website**

Clerk had amended all councillor names on the website. Cllr Lympos to check whether the PCC names have been changed as requested of Wicked Creations. **Action:SL/RK**

### **17. Correspondence and diary dates**

Cllr Oatway distributed leaflets for the new Wiltshire Connect Bus Service, which has been used by more than 5,000 passengers since its launch two months ago. Cllr Oatway reported that the service is sustainable for three years but is not cost-effective in the long term with journey fares capped at £2.00 and many passengers travelling free due to their age.

Cllr Oatway advised that the parish council should consider carefully what parishioners want when setting the precept for 2024/2025; it was noted that sufficient reserves must be built up if a 20mph limit is to be achieved.

A police report had been received and is attached as an appendix to these minutes; there will be a police engagement session at Woodborough Parish Room on Wednesday 6<sup>th</sup> December.

Cllr Tamani will attend the Pewsey Community Area Partnership meeting on Thursday 26<sup>th</sup> October at Pewsey Parish Office. **Action:LT**

The next meeting of the Pewsey Area Board will be on Monday 27<sup>th</sup> November.

**18. Items from the public**

None.

**19. Set date of next meeting**

Tuesday 16<sup>th</sup> January 2024 at 8.00pm in the Village Hall – to be confirmed once the precept request deadline is published by Wiltshire Council.

Meeting closed at 9.45pm

FY22/23 as at year end		Manningford Parish Council	FY23/24 as at 30thSept23		Budget 23/24	
14650.99		Balance at start of year	10888.81		10888.81	
12907.68		Income	8300.00		8475.00	
-16669.86		Expenditure	-3780.16		-9523.00	
10902.81		Lloyds Bank Balance as at 30Sep23	15424.15			
-14.00		Creditors(CharltonBaker,)	-15.50			
10888.81		Manningford PC owns	15408.65		9840.81	F/cast Mar24
Income	Expenditure		Income	Expenditure	Income	Expenditure
	1050.00	Clerk's Salary		525.00		1050.00
	140.04	Charlton Baker Payroll Services		77.52		150.00
	300.00	SID		300.00		400.00
	450.00	Defibrillator		450.00		450.00
	120.00	Playground - inspection				70.00
	195.00	Website Hosting		322.24		453.00
	1500.00	Grass cutting		1000.00		2500.00
	126.41	WALC sub		127.28		150.00
	n/a	Waste Bin Emptying				220.00
	558.50	Insurance		571.18		580.00
	22.00	Village Hall				100.00
	1395.07	Events/Jubilee				0.00
175.00	10.00	Allotments			175.00	1500.00
	1255.20	Website construction				0.00
	6658.67	Playground improvements				1500.00
	292.00	Bench repairs, other projects				400.00
9828.15		Wilts Council (precept and CIL)	8300.00		8300.00	
2904.53	2136.38	HMRC (VAT)		339.94	n/a	n/a
	460.59	Other payments inc training		67.00		0.00
12907.68	16669.86	Sub totals	8300.00	3780.16	8475.00	9523.00
-3762.18		Excess income over expenditure	4519.84		-1048.00	
10888.81		Bank Balance b/f to Oct	15408.65			

## **Manningford Parish Report**

### **Crimes and incidents**

Wiltshire Police record crimes and incidents in accordance with the National Crime and incident recording standards. Not all incidents that one would consider a crime are necessarily classified as a crime for recording purposes.

NB- The below statistics do not account for incidents that police respond to but do not need any follow up (Road traffic incidents, minor incidents of Anti-social behaviour)

**From 1<sup>st</sup> July 2023- 30<sup>th</sup> Sept 2023**

**0** Crimes and **1** Incidents have been recorded in the Manningford Parish area.

**0** Dwelling Burglaries

**0** Vehicle offences

Having reviewed the crime data for the area – There are no apparent trends that are presented or a series of crimes that are linked.

### **Speed Enforcement**

Speed Checks have been completed on 0 occasions by NPT – No prosecutions

No Community Speedwatch Watches have been completed in this time period.

Community Speed Enforcement – No Prosecutions in this time period.

### **Community Consultations**

There have been **0** Community Engagements for Burbage in this time period.

In Nearby area there have been **5** Community Engagements.

### **Coming Up**

Surgery – Pewsey Village – Parish Rooms (Centre of Village) – 18/09/23

Pewsey Market Day – Bouverie Hall, Pewsey – Consultation - 28/11/2023

The specific times of these surgeries will be advertised via community messaging. You and your residents can sign up for community messaging at [www.wiltsmessaging.co.uk](http://www.wiltsmessaging.co.uk)

**Any jobs of note or specific crime prevention advice**