

**MINUTES OF A MEETING OF THE SAVERNAKE PARISH COUNCIL 15<sup>TH</sup> OCTOBER 2019**  
**MARLBOROUGH TOWN HALL**

**PRESENT**

Guy Singleton (Chairman) (GS)

Councillor

Andrew Smithson (AS)

Councillor

Nikki Boutal (NB)

Councillor

Martin Phipps (MP)

Councillor

Suzie Singleton

Parishioner &amp; interim Clerk

ITEM		ACTION
<b>1</b>	<b>APOLOGIES</b>  Nigel Eayrs	
	<b>NEIL TWENTYMAN</b>  The councillors spent a few minutes discussing the recent death of Neil Twentyman, their fellow councillor and previously Chair of the Council. The news had been a shock to everyone. He was highly thought of and will be missed.	
<b>2</b>	<b>DECLARATIONS OF INTEREST</b>  There were no declarations of interest.	
<b>3</b>	<b>APPROVAL OF MINUTES</b>  The minutes of the meeting on 15 <sup>th</sup> July 2019 were approved. A copy will be emailed to NB for inclusion on the SPC website.	
<b>4</b>	<b>MATTERS ARISING FROM PREVIOUS MEETINGS</b> <ul style="list-style-type: none"> <li>• <u>Hospital Bus Shelter</u> <ul style="list-style-type: none"> <li>○ Perspex has been replaced, invoice to be paid.</li> </ul> </li> <li>• <u>Cadley Bus Shelter</u> <ul style="list-style-type: none"> <li>○ The repairs are still to be done, GS to chase Contractor for revised quotes.</li> </ul> </li> <li>• <u>Parish Clerk</u> <ul style="list-style-type: none"> <li>○ GS recently met the Parish Clerk of Preshute who has been busy with family matters but it may be that in due course she may be approached regarding the post of Parish Clerk for SPC. Nothing further has been heard from the Burbage Parish Clerk who had briefly responded to GS earlier enquiry.</li> </ul> </li> </ul>	GS  GS

ITEM		ACTION
	<ul style="list-style-type: none"> <li>• <u>Website</u> <ul style="list-style-type: none"> <li>○ NB can now work the Parish Website but as she is to be away for a couple of weeks will not be able to do much until the end of the month when she returns. She will then look into the offer of a free council website as offered in an email recently. GDPR notice and Code of Conduct still to be put onto the website.</li> </ul> </li> <li>• <u>Forest Maps</u> <ul style="list-style-type: none"> <li>○ MP had sent a scan to GS of his old Savernake Forest Map as produced by Joan Davies, a previous Parish Chair, in conjunction with the Forestry Commission. If it has come out well enough it can be put on the website. It is believed that The White Horse Bookshop has since produced their own version of a forest map so the parish does not plan to have them reproduced otherwise.</li> </ul> </li> <li>• <u>Steps at Chipping Knife Lane</u> <ul style="list-style-type: none"> <li>○ GS has contacted the Footpath Officer asking for the remaining steps to be made but has not had a response. He will chase the officer to make some progress with this.</li> </ul> </li> </ul>	<p style="text-align: center;">NB</p> <p style="text-align: center;">GS/NB</p> <p style="text-align: center;">GS</p>
5	<p><b>PLANNING</b></p> <p>Application 19/09397/FUL Annex at Ballards Piece was discussed at the meeting.</p> <p>It was agreed by all present that the application as presented was inappropriate and that the Parish Council would lodge an objection on various terms:</p> <ul style="list-style-type: none"> <li>- Too large – a 3 bed house with full kitchen, utility, 3 en-suite bedrooms and an office is far more than an Annex.</li> <li>- It is out of proportion to the current house, appearing to have a similar footprint than the original house.</li> <li>- The plans as shown mean it could easily in future be turned into a separate dwelling by splitting it off from the original house.</li> <li>- The new property as planned will have its own separate septic tank, making it even easier and more likely that the intent is to separate it off.</li> <li>- The northern windows appear to overlook the neighbour.</li> <li>- In the event that it does in due course be approved, the council feel very strongly that there should be a condition applied that the two properties should not be separated and remain one property in perpetuity.</li> </ul> <p>Formal objection to the planning application to be submitted.</p> <p>It was noted that a lot of trees had been felled in the garden of Ballard's Piece.</p>	<p style="text-align: center;">GS</p>



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	<p>Payments to a prospective Parish Clerk was discussed, and it was felt that, particularly as there was no specific timetable as to when this might happen, that there were sufficient reserves to cover up to a year, at which time the level of the precept would be revisited.</p> <p>This will be reviewed at the next meeting in January and a final decision made then as the information must be submitted to WC by 24<sup>th</sup> January 2020</p>	
8	<p><b>MARLBOROUGH AREA NEIGHBOURHOOD PLAN</b></p> <p>GS advised that they were waiting for WC to provide their views on the sites identified for possible development and then consideration as to which sites are most suitable for development can be made..</p>	
9	<p><b>CATG 5190 – REDUCTION OF SPEED ON A4</b></p> <p>GS had missed the last meeting due to going to a friend’s funeral but he had emailed prior to the meeting requesting them to keep our request for speed limit changes on the agenda.</p> <p>SPC to continue to press for speed limit reduction and a review of the Hospital junction. Although the new layout helps a little, there is still room for improvement and APC will continue to push for a 40mph limit here.</p> <p>GS had raised the question about whether Highways would consider putting traffic lights on the junction of the A4 and the A346 to enable a smoother flow of traffic and to allow traffic to enter the A4 from the A346 which, due to the rights of way, can be very difficult at present. The idea was not discarded out of hand so GS will aim to keep this too on the Cat G agenda.</p>	
10	<p><b>MARLBOROUGH TOWN COUNCIL PROPOSAL TO INCORPORATE SAVERNAKE PARISH</b></p> <p>There was some discussion on the matter of the Marlborough Town Council’s proposal to take over Savernake Parish.</p> <p>It was strongly felt by Councillors that Marlborough is very different to a Rural Parish like Savernake, and also the Savernake Parishioners being a small number will have no real input into MTC decisions.</p> <p>A draft letter to parishioners was discussed and some changes to it discussed. NE had provide his thoughts on this in advance of the meeting as he was unable to attend. Various points were raised and GS is to amend the draft letter and re-circulate it for councillors’ comments.</p>	GS

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	<p>The plan is, as far as possible, to hand deliver these to impress on the parishioners the importance of the matter and to ask for their views and a formal response to be reviewed and collated by the Councillors.</p> <p>As part of this plan it was agreed that it would be appropriate to create formal identification cards for the Councillors to carry when doing such works. All councillors have been asked to send a head and shoulders (similar to passport type) photo to GS and to NB so that these images can also be put on the website to help parishioners identify their councillors.</p>	<p>ALL</p> <p>GS/NB</p>
<p><b>11</b></p>	<p><b>Any Other Business</b></p> <p><u>Points made by NE who was unable to attend the meeting</u></p> <p>NE suggested that it should be good practice when receiving an email about Parish business to use 'Reply All' when replying so as to keep everyone in the picture. It was agreed by all present that this was a good idea and all resolved to do so in future.</p> <p>As a follow up to his point NE suggested that all councillors should endeavour to reply to SPC emails in a timely manner, certainly within 2 weeks. The councillors present agreed with this, although felt that a response should be sooner in most cases, the danger of allowing an email slip below sight line and being overlooked being a problem all had come across in the past. It was resolved that, as far as possible, emails would be responded to on receipt, but certainly within 2 weeks, unless the matter is considered more urgent when the sender will identify this in the message.</p>	<p>ALL</p> <p>ALL</p>
<p><b>12</b></p>	<p><b>DATE AND VENUE OF NEXT MEETINGS</b></p> <p>SPC - Monday 13<sup>th</sup> January 2020, Marlborough Town Hall Cabinet Room.            SPC - Tuesday 21<sup>st</sup> April 2020, Marlborough Town Hall Cabinet Room.            APM - Thursday 21<sup>st</sup> May, Marlborough Town Hall Cabinet Room</p>	

**Signed:** *Guy Singleton (Chairman)*

**Date:** 15<sup>th</sup> October 2020