

**DRAFT Minutes of the Urchfont Parish Council (UPC) Meeting held on Wednesday 10<sup>th</sup> October 2018 in the Conference Room of Urchfont Village Hall**

**Present: Councillors:** Mottram (DM – Chairman), Day (GD – Vice Chairman), Donald (BD), Cowen (LC), Kemp (MK), Creasey (GC), Stevens (DS) and Cottell (PC)

**Clerk to the Council:** Lunn (BL), **Planning Administrator:** Johnston (SJ)

**Councillor for Urchfont & The Cannings:** Whitehead (PW)

**Members of the Public (for all or part of the meeting):** Trevor Hill, Eleanor Jones, Jim & Pauline Stevenson, John Knight, Keith & Val Brockie, Malcolm Smith, Ian Johnston, Lynn Everson, Janet Hawkins, Marjorie Cox, Nicky Hammond, Brenda Potter, Clare Cannon, Vivian Mottram, Malcolm Taylor, Cairns Langland, Nicola Sage, Sue Creasey

1. **Welcome by the Chairman**
2. **Apologies:** Cllr Mitchell (NM)
3. **Declarations of Interest:** None declared at the meeting.
4. **Time set aside for Public Participation and External Reports**

**The Chairman Closed the Meeting for Public Participation**

Being aware that this is Sandra Johnston’s last scheduled meeting before she leaves the Council on 31<sup>st</sup> October, Trevor Hill (as the ex-lead councillor for planning) wished to thank Sandra sincerely for her hard work and dedication in what is a difficult role and in particular for her assistance, guidance and help to him. This statement was greeted by applause from the public.

Proposal	Proposer	Seconder	Resolution
A special vote of thanks to Sandra for all her work and support over the last 10 years on the Council	LC	DM	Unanimously Agreed

**The chairman re-opened the Council Meeting**

5. **Minutes of the Meeting of the Council held on 12<sup>th</sup> September 2018**

Proposal	Proposer	Seconder	Resolution
To approve and sign the minutes unchanged as a true and accurate record of the meeting.	MK	LC	Unanimously Agreed

**The Chairman Closed the Meeting for Public Participation**

On a point of order, Malcolm Smith asked why the published minutes of the meeting on 3<sup>rd</sup> October are not the subject of approval at this meeting. DM stated that those minutes were published after the agenda for this meeting and could not be changed due to the legal notification requirements, the minutes will be considered at the November meeting.

**The chairman re-opened the Council Meeting**

6. **Action List Status Review and Matters Arising from the Minutes of the meeting held on 12<sup>th</sup> September 2018** – DM reviewed the listing which had been distributed to all councillors with the agenda. It was noted that Actions 41/17 Welcome to Urchfont Leaflet and 89/18 Village Greens Risk Assessment need to be reassigned following the resignation of Richard Hawkins (next meeting). Councillors were encouraged to try and complete any of their outstanding actions highlighted in red as soon as possible.

## 7. Finance

a. **Financial Statement and Bank Reconciliation as at 30<sup>th</sup> September 2018** – The reports had been distributed with the agenda. BL summarised his written report comments, no further clarification was requested.

### b. Project Proposals

i. **Farmers Field Maintenance, Project / Capital and Hire Budgets** – MK provided additional clarification on the detail of a budget proposal for annual maintenance, projects, equipment hire and capital costs that had been distributed to all councillors prior to the meeting, GD commented that at first sight this is a lot of money, maintenance costs appear to be rising significantly. Much of the capital cost is to replace personal equipment currently provided by Phil Milanese, maintenance costs are important to maintain equipment in good and safe working order. Hire of equipment costs are one off for this financial year. In terms of projects it has been difficult to determine actual and justifiable requirements / options and gain quotes for this meeting. LC made the point that he and MK had been tasked with turning Farmers Field into a beneficial community asset in consultation with Friends of Farmers Field (FoFF) who have done an excellent job to date, this is not going to come cheaply. MK pointed out that Phil Milanese had in the past spent a lot of his own money on Field works and equipment, this is not appropriate and needs to be corrected.

Proposal	Proposer	Seconder	Resolution
To approve updated annual equipment maintenance (£640) and one off hire (£160) budgets for 2018/19. Capital and Project budget proposals are to be better defined, quotes obtained in accord with UPC policy and the potential for using alternative funding routes investigated before re-submission to the Council.	DM	GC	Unanimously agreed

**ACTION: FC/99/18 – MK/FC**

BL asserted that this budget money needs to be managed by MK / LC, in particular ensuring that invoices are presented for payment in a timely manner. Past FoFF habits of presenting invoices months after they have been received is not acceptable and, if continued, payment may be refused in future.

**ACTION: FC/100/18 – MK/LC**

BD also commented that further discussion will be needed at the time of constructing the FY2019/2020 budget later in the year.

ii. **Crookwood Lane Lay-By Project** – BL confirmed that quotes and alternative proposals had been requested from FOUR contractors, only two had replied by the deadline of 8<sup>th</sup> October. Additional quotes are being sought to comply with financial regulations, decisions will then need to be taken on the way forward on this significant cost project which has been the subject of Council minuted discussion since 2015. BL confirmed that he had received an email from Geoff Potter (one of the four contractors for a quote) raising concerns about restricted access to his farm yard opposite, the Chairman has agreed to meet Mr Potter to discuss these concerns.

**ACTION: FC/101/18 - DM**

iii. **Other Projects** – None submitted

8. **Statement on the outcome of the 'Closed' Council session on 3<sup>rd</sup> October 2018** – DM read through and made some additional explanatory comments on the statement which was also displayed on the screen for all to see. No additional comments were made by councillors on the statement content and the following proposal made:

Proposal	Proposer	Seconder	Resolution
To append the full statement to the minutes of this meeting.	DM	BD	Unanimously agreed

(Post Meeting Note: Statement attached at Appendix 2 (Website only))

GD pointed out that sending the Beeches Investigation report to the WC Monitoring Officer now to gain an independent view corrected a missed opportunity back in August. He also sought clarification on what is meant by improving transparency. DM commented that the holding of closed meetings (which are facilitated in UPC Standing Orders) is not perceived as providing transparency to the public, we should carefully consider the need for such

meetings in the future and only hold them when circumstances dictate. GD commented that all councillors need to be aware of the full facts on an issue before discussing and/or taking decisions in the future, MK agreed that this is essential. DM commented that the UPC Complaints Procedure has been fully complied with in regard to recent events, but maybe it needs to be reviewed on the basis of lessons learned recently. BL was tasked with undertaking a review in consultation with councillors and suggesting improvements for Council approval.

**ACTION: FC/102/18 - BL**

**The Chairman Closed the Meeting for Public Participation**

John Knight was of the view that the statement gave no indication or reason as to why a 'Closed' meeting was necessary to determine these conclusions / resolutions. SJ responded to Mr Knight that, being party to the in confidence minutes of the 'closed' meeting, this statement was generated following a much wider debate and laying bare of councillor issues, views and opinions which could and would not have been realistically discussed at a public meeting. BD suggested that the meeting might have been better held as an informal meeting of councillors rather than a Council meeting, but this was not considered appropriate on this occasion.

Nicky Hammond stated that she had not received a response to her letter distributed to all councillors on 24<sup>th</sup> September 2018 which included comments and observations relevant to issues which she believed would have been discussed at the 'closed' meeting, she considered the lack of response from any councillor to be totally discourteous and disrespectful. As a result she has sent her concerns to the WC Monitoring Officer. DM confirmed that the content of the letter had been discussed and taken into account at the 'closed' meeting; he apologised on behalf of the Council that a response had not been sent and agreed to furnish a written response shortly.

**ACTION: FC/103/18 - DM**

**The chairman re-opened the Council Meeting**

**9. Lead Councillor, Working Groups, Clerk & other written Reports (See Appendix attached on website only)**

**a. Clerks Report** – BL gave an update on two items in his report attached at Appendix 1 (website only):

**Telephone Kiosk** - the contract with BT for adoption of the redundant telephone kiosk (High Street) by UPC has been signed and removal of the telephone equipment is expected shortly. This will facilitate progression of plans for community use.

**Council Vacancies** – two expressions of interest have been received, it is not appropriate to state names at this point prior to eligibility checks and whether they themselves translate the expression into an actual application. PW confirmed that this is the correct process to ensure privacy requirements. GD asked who is aware of those expressing interest, BL confirmed that he and the Chairman are aware of the individuals.

WC Electoral Services have today indicated that the two vacancies will be filled by a formal election process following receipt of more than the required ten letters from the electorate in response to the Official Notice of Vacancies. It is expected that the formal Notice of Election will be posted on Parish Notice Boards, the Parish website and WC website on 18<sup>th</sup> October, followed by availability of application / nomination packs on the 19<sup>th</sup> October and a deadline for applications of 4pm on 26<sup>th</sup> October. The election is currently scheduled for 22<sup>nd</sup> November in the Village Hall. All current vacancies will be filled by this election process, albeit that if only two eligible candidates apply then they will be elected uncontested and the polling date cancelled. If an actual election day goes ahead then the estimated cost of £2000+ will be charged to the Parish Council following a WC decision to charge for by-elections. The Council has the opportunity to potentially reduce this cost by waving the Poll card requirement in favour of relying on publicity to notify all electors of the election, but there is a risk that some may not get the message. Discussion concluded with the following proposal:

<b>Proposal</b>	<b>Proposer</b>	<b>Seconder</b>	<b>Resolution</b>
That poll cards are required for this election to ensure all members of the electorate are made aware.	PC	GD	Unanimously agreed

(Post Meeting Note: WC Electoral Services notified of this resolution on 11<sup>th</sup> October 2018)

BD suggested that any costs arising from this election should be borne out of reserve funds.

**b. Councillor Reports** – None submitted

**10. Re-allocation of Vacant Lead Councillor Roles and Outstanding Actions following resignations**  
– it was decided to postpone discussion until the November meeting.

**11. UWLNP**

**a. Progress against the Plan and Current Issues** – DM commented that the outcome of debate on the Uphill site will determine whether the housing numbers in the Plan can be achieved, if the site is eventually withdrawn for development then an alternative site will need to be identified and the change subject to the defined legal process for making such changes.

**b. Proposal to Amend UWLNP** – DM reported that an amended Act was enacted in April 2018 which facilitates amendments to made plans, as such this facilitates review of the UWLNP and the potential to make changes. PC emphasised that the Act only allows for minor amendments to be proposed, substantial changes might well involve consultation and another referendum. The current Plan was democratically voted for by public referendum and as such should not be changed significantly or replaced without very good reason. DM then explained the basis of a proposal to amend Policy LB1 Protecting existing employment facilities to correct a textual error – see proposal at Appendix 3 (only on the website). GD asked whether the Plan remains active whilst such amendment is processed, both PC and BD confirmed that it does. Instead of the proposed wording to a) or b), and c) are satisfied, GD felt that all potential loopholes would be closed if the wording read a) and b) and c) are satisfied. DM confirmed that he would be prepared to make this change.

<b>Proposal</b>	<b>Proposer</b>	<b>Seconder</b>	<b>Resolution</b>
To pursue this proposed change on the basis of a) and b) and c) in consultation with and through WC in accordance with the defined process	DM	BD	Unanimously agreed

**12. Outstanding Interaction with Wiltshire Council**

**a. Proposed Quid Pro Quo arrangement with WC for assuming grass cutting and litter bin emptying roles in Urchfont** – GD reminded UPC that he had given quite a full briefing at the 12th September meeting and, following further review by the working group (GD/GC/BL), recommended UPC to accept the overall text of the agreement on the basis of conceding “reasonable endeavours” in clause 6.1.1 and requiring the addition of definitive Schedules 2 and 3. GD also reminded councillors that UPC had been grass-cutting since April 2018 and would cut grass for many years to come with no certainty that the ultimate transfer would ever take place. However, this was a risk that UPC should be prepared to take to honour the Council’s commitment to protect the Playing Field / Recreation Area for the benefit of the Community in perpetuity. Subject to provision of definitive maps in Schedules 2 and 3, DM made the following proposal:

<b>Proposal</b>	<b>Proposer</b>	<b>Seconder</b>	<b>Resolution</b>
To authorise the Working Group to approve the Agreement subject to provision of definitive schedules 2 and 3 and to facilitate signing as soon as possible.	DM	BD	Unanimously agreed

BL was tasked with writing to WC to seek the definitive plans and to facilitate finalisation of the agreement.

**ACTION: FC/104/18 - BL**

DM thanked the UPC Working Group Members and those in Wiltshire Council for all the hard work that been undertaken to secure a beneficial agreement for UPC and the community, albeit potentially for the longer term.

**b. PROW Urchfont School** – BD reported that the PROW case would be the subject of a public enquiry in April 2019, it is important for all concerned to be prepared for that enquiry. Richard Hawkins has kindly agreed to continue working with those who provided evidence (for and against) to ensure that evidence documents (certified where necessary) are available in the defined timeframes. BD said that he had no further information on the proposed joint meeting between WC, School and UPC to further prepare for the consequences of the PROW final decision.

### **The Chairman Closed the Meeting for Public Participation**

Malcom Smith emphasised that the Public Enquiry will only look at the historical case, it will not be interested in the potential safety consequences of the final decision. He confirmed that he has received correspondence from the Planning Inspector which specifies a timeframe for various actions on the part of evidence providers.

Lynn Everson commented that as a parent she is concerned that Ofsted and WC have differing views on the safety implications of the proposed PROW, the latter appearing to be penalising the School by supporting the implementation of the PROW. She also stated that the parents have received very little information about the process or detail of the PROW case.

### **The chairman re-opened the Council Meeting**

BD emphasised that the Parish Council was originally approached by members of the public to act as the focal point for a case to be put to WC for consideration of evidence demonstrating that the PROW has a historical basis and should not be barred by the School. The initiative was well publicised at the time. The case was investigated by WC Rights of Way who completed a report recommending that the PROW should be added to the definitive map. The public enquiry, to be undertaken by the Secretary of State in April 2019, will determine whether that recommendation is supported or not. In the meantime the Parish Council has been in discussion with the School and WC about possible routes for the PROW and has allocated funding to provide the necessary fencing, GC confirmed that the School and Governors are aware of this commitment, but was unsure about communication with parents on this subject. PW commented that Ofsted is nothing to do with WC, he contended that this issue should be determined by two independent processes; firstly whether there is definitive evidence demonstrating that the PROW existed in the past, secondly that Ofsted and the School will need to address the implications and consequences of the final decision. He further commented that UPC actually planning now for the consequences is good and should be seriously considered by all concerned, especially as this is likely to provide better safety and security for the School. It was agreed that GC should investigate whether there is a problem with School / parent communications on this subject.

**ACTION: FC/105/18 - GC**

**13. Footpaths to / from Wedhampton and A342 crossing** – BD confirmed that he now had an agreement with Nick Plank to re-instate the footpath across his field from the A342 (Greengate Road junction) to join the pathway to Foxley Fields near Planks Farm across the link A342/B3098 road. He had also agreed to install a 'landing area' opposite Greenhill Road to facilitate safer crossing of the A342. No UPC funding will be required as Nick Plank has agreed the work at his expense. Posts will also be removed from the dangerous and overgrown other pathway leading from A342 opposite Chestnut Cottage to the Redhorn Hill junction. PC commented that in the past other Unitary Authorities had provided pathway signage / finger posts free of charge, is this the case with WC now? PW did not know the answer, but financial constraints may not facilitate this. He suggested that contact be made with WC Rights of Way who have in the past provided such items.

**14. Farmers Field** – nothing further to add to that covered under Item 7b above

**15. Environmental Friendly Initiatives** – it was decided to postpone discussion until the November meeting.

**16. Speed on the A342** – There have been a number of accidents recently on the A342 at or around Lydeway Junction. Based on this and historic evidence on the Government website, PC suggested that a case should be made to reduce the speed limit from 50 to 40 from the bend approaching Lydeway from Devizes through to the junction with the B3098 at the far end of Wedhampton. Others suggested that it could possibly go further and link with the 40mph zone at Chirton. PW emphasised that speed zones do not control actual speed of drivers, WC carry out significant monitoring of all road accidents and are alerted if the frequency and seriousness exceeds expectations. It is not just a simple matter of changing the speed restriction, many other national factors have to be taken into account. PW cited the example of St Edith Marsh (Bromham) where a long straight stretch of road is subject to a 30mph limit which many find difficult to comply with due to the fact that houses are set back from the roadside and open fields are on the opposite of the road. National guidance, however, determines that the 30mph limit is appropriate in the circumstances. PW suggested that the A342 case for speed limit reduction is raised as an Area Board issue.

**ACTION: FC/106/18 – PC/BD**

**17. Update on Current Parish Issues not covered by above agenda items**

a. **Overhanging Trees in Friars Lane** – DM reported that WC have written to two owners of property in Friars Lane, we await notification of responses and any consequential action.

b. **Playing Field / Urchfont Manor / School boundary Fence & Hedge**

**The Chairman Closed the Meeting for Public Participation**

Eleanor Jones spoke on behalf of Chris Legg (Owner of the Manor), she firstly stated that WC had confirmed that the fence / hedge in question is owned by and is the responsibility of the Manor. PW confirmed that WC has no responsibility for or interest in the Manor boundary fence / hedge. However, Eleanor Jones stated that The Manor has two issues of concern, firstly the fact that the hedge was significantly cut back by the School / Parish contractor early in the year without consultation with the Manor and leaving gaps in the hedge; and secondly that damage to the hedge / fence has been caused by those individuals from the School / public regularly retrieving balls from Manor grounds. Discussion with DM identified the possibility of putting a gate in the fence to facilitate a formal crossing point to retrieve balls, but the problem is the expected cost of the gate and repair of the damaged fence. The fence itself is mainly single wire and is no deterrent for balls or those wishing to retrieve them. BD and MK suggested that some sort of stock fencing might be a better option, but accepted that nothing will stop individuals trying to retrieve lost balls. Nicky Hammond agreed with a more secure fence and a policy of not returning lost balls, she suggested the message would soon get across to the offenders. Brenda Potter emphasised that the fence / hedge cannot be disassociated with the PROW which has existed for many years and was used by many as a route for pigs and hens. Whilst the Parish Council has no responsibility in theory, DM expressed the view that the generous offer on the part of the Manor to install a gate should not be ignored. Eleanor Jones expressed the view that if a gate is installed in the right place, hopefully the gaps in the hedge / fence would no longer be used. She offered to do some homework on likely costs involved and provide these to the Council, that offer was accepted.

**The chairman re-opened the Council Meeting**

Further debate concluded with the following proposal:

<b>Proposal</b>	<b>Proposer</b>	<b>Seconded</b>	<b>Resolution</b>
The Parish Council is prepared to enter discussions with interested parties to gain a solution and in principle may be prepared to contribute to the cost of that agreed solution.	DM	DS	7 Voted YES and 1 voted Against – Resolution AGREED

As the one councillor who voted against, MK commented that she strongly felt that to agree to even consideration of such a cost contribution would set a precedent for other private land owners to make similar claims on the Council. MK suggested that this would not be appropriate use of public funds.

**18. External Meetings** – None reported

**19. Councillors' Reports and Items for Future Agenda** – the following items will be included in the November meeting agenda:

- Approval of the meeting on 3<sup>rd</sup> October as well as 10<sup>th</sup> October 2018
- Re-allocation of Vacant Lead Councillor Roles and Outstanding Actions following resignations
- Environmental Friendly Initiatives
- Report on the Oakfrith Wood AGM
- Dog Fouling on Oakfrith Pathway

There being no further business the meeting Closed at 10pm

**Date of Next Meeting: 14<sup>th</sup> November 2018 in Urchfont Village Hall Conference Room commencing at 7.00pm**

Draft minutes prepared by the Clerk to the Council – 11<sup>th</sup> October 2018

a. **CLERK'S REPORT**1. **Update on actions from July Meeting**

**FC/81/18 – Accept quote for installation of western gateway** – accepted 14<sup>th</sup> September 2018, awaiting installation date.

**FC/82/18 – Purchase new litter bin for Stonepit Lay-By** – bin ordered on 14<sup>th</sup> September 2018, delivered on 28<sup>th</sup> September – awaiting installation

**FC/83/18 – Budget approved for new Gateway in Crookwood Lane and to proceed with insurance claim** – Claim registered with Zurich on 25<sup>th</sup> September 2018 – order for new signs in progress

**FC/84/18 – To hasten removal of telephone from telephone box** – see item 6 below.

**FC/88/18 – To publish approved Land and Use Policy** – published 14<sup>th</sup> September 2018

**FC/91/18 – Obtain quote for new sign on finger post** – in progress

**FC/93/18 – Write to other local parish councils regarding sharing of SIDs** – not yet actioned

**FC/95/18 – Items for October agenda** – included in October agenda

**2. Finances at 30<sup>th</sup> September 2018** – Finances are in good order as shown on the statements attached to the agenda; the bank reconciliation was completed satisfactorily. Indicated reserve at year end remains overstated at this stage due to insufficient actual expenditure data and project commitment. The second and final instalment of the Precept from WC has been received (£23,622.20). Details of all actual expenditure during the month are shown on page 2 of the bank reconciliation.

**3. External Audit of 2017/18 Accounts and Governance** – I have now received the report back from PKF Littlejohn LLP stating that “in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving causes for concern that relevant legislation and regulatory requirements have not been met.” One comment was made that having revalued Council assets in 2017/18 using new write down criteria, that the valuation of assets figure for 2016/17 (prior year) should have been restated to reflect the write down criteria used.

**4. Councillor Vacancies** – The formal Notice of Vacancy for two posts was posted on notice boards and the website on 21<sup>st</sup> September 2018. This notice states that if 10 or more electors from the Parish send in written requests for an election by 11<sup>th</sup> October 2018, then an election will be held prior to 14<sup>th</sup> December 2018. If not then the posts will be filled by co-option. Two points to note:

- If an election is called and held then the Parish Council will be required to pay full costs of that election.
- Whether the posts are to be filled by an election or co-option, this will be solely dependent on identifying at least two eligible candidates. If less than two come forward then they will be appointed uncontested at an election without the need for the public to vote.

I have posted notices on notice boards and on the website seeking expressions of interest or more information on becoming a councillor in preparation for either method of appointment. None received to date.

**5. Proposed Lay-By in Crookwood Lane** – This project, originally suggested and minuted back in 2015, is to provide better and more structured parking facilities on the existing WC owned muddy verge adjacent to the Playing Field / Oakfrith Path. I have now requested quotes and alternative proposals from four contractors based on the plan provided by WC, two quotes have been received to date. Some questions are being raised about possible restriction of access to the farm yard opposite, the Chairman has agreed to discuss this with the owner.

**6. Telephone Kiosk adoption** – Despite earlier enquiries, latest contact with BT has unfortunately identified that the original signed contract sent in November 2017 was apparently never received. A new copy of the contract has now been signed by me on behalf of the Council and emailed back to BT on 30<sup>th</sup> September 2018. BT have subsequently advised that they have also signed the contract and are making arrangements for the telephone equipment to be removed shortly.

**Bob Lunn - Clerk to the Council**

b. **COUNCILLORS REPORTS** – None submitted

**STATEMENT ON THE OUTCOME OF THE 'CLOSED' COUNCIL MEETING ON 3<sup>RD</sup> OCTOBER 2018**

Fully recognising that the Parish Council is not viewed positively by some members of the public following the handling of recent local issues, Council Members resolved at their 'closed meeting' on 3<sup>rd</sup> October to do everything they can to regain public confidence and respect. In particular they resolved the following with respect to actions and initiatives:

**The Council Resolved To:**

- Take note of lessons learned and generally seek to improve transparency on all matters.
- Continually review Council leadership, individual councillor responsibilities and behaviours to ensure compliance with the UPC Code of Conduct.
- Remind councillors of their responsibility to the Parish Community.
- Continue to seek and encourage individuals interested in becoming a Parish councillor
- Emphasise the fact that the Urchfont, Wedhampton and Lydeaway Neighbourhood Plan (UWLNP) is owned by the Parish community following the Referendum vote. The Parish Council will remain the sponsor organisation.
- Continue to undertake projects and other matters in consultation with interested parties as necessary and with the benefit for the community in mind at all times.
- Continue diligent consideration of all planning applications to ensure that they satisfy Council and community concerns

**Current Actions / Initiatives**

- Submit the UPC Beeches investigation report to the Wiltshire Council Monitoring Officer to seek his advice on whether appropriate and sufficient steps had been taken by UPC to resolve the issue and whether he has any residual concerns - **STATUS: Submitted**
- Invite the WC Head of Planning to a Council meeting to clarify planning matters and understanding for the public as well as the Council - **STATUS: In Progress**
- Transfer of grass cutting and litter bin emptying from WC to the Parish Council in return for a long term agreement currently being negotiated regarding Parish ownership of the playing field if and when the School closes - **STATUS: UPC Maintenance Implemented, Negotiation of Agreement In Progress**
- Crookwood Lane Lay-By parking project - **STATUS: Tendering underway**
- Adoption and community use of the redundant BT phone kiosk in the High Street - **STATUS: Contract with BT Signed, Plans made for Community use of kiosk**
- Ongoing development of Farmers Field - **STATUS: In Progress**
- Supporting and progressing the PROW case - **STATUS: Public Enquiry Apr 2019**

**Examples of recent completed actions and initiatives:**

- Transfer of Paddock Green, the Recreation Ground and pathway to Oakfrith Wood to Parish Council ownership.
- Installation of new play equipment at the Recreation Ground.
- Creation of a 10 year strategy for the Council
- Lamb Inn registered as an Asset of Community Value

## Proposed Amendment to Urchfont Wedhampton and Lydeway Neighbourhood Plan

The purpose of this note is to give the background to the change to UWLNP that I wish to propose under Item 9b at the UPC Meeting on 10<sup>th</sup> October.

Policy LB1 States:

***Policy LB1 Protecting existing employment facilities***

*The loss of land and buildings used for employment purposes will not be permitted unless both a) and b) are satisfied:*

*a) there is valid evidence that the land and/or buildings are no longer viable for their current employment use, or capable of redevelopment for alternative employment use, in terms of need or demand*

*b) the land and/or buildings have been genuinely marketed on reasonable terms for employment use, for at least 6 months, and have remained unsold or unlet; full details of marketing must accompany any development proposal*

*or*

*c) the site has been allocated under Policy H1.*

My understanding is that the opening sentence should read:

*The loss of land and buildings used for employment purposes will not be permitted unless either a) or b), and c) are satisfied:*

Plus, the word 'or' between paragraphs b) and c) should be replaced by 'and'.

These changes would ensure more protection for current employment locations than is afforded by the current version. This proposal is in line with the intentions of the UWLNP steering group, and is to correct an error in the wording of the made version of the plan.

**Signed as a true Record of the Meeting ..... 14<sup>th</sup> November 2018**