

LUCKINGTON AND ALDERTON PARISH COUNCIL

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Members of the public are welcome to attend the meeting of the Luckington and Alderton Parish Council on Wednesday 14th October 2015 at Luckington Village Hall, commencing at 7.30pm for the purpose of transacting the following business.

AGENDA

1. To note apologies for absence
2. Declarations of interest in items on the Agenda
3. Members of the public are invited to address the council on Agenda items.
4. Public question time.
5. To confirm minutes of the meeting held on the 9th September 2015.
6. Matters arising from the minutes
7. To review and comment on planning applications.
Ref: 15/09917/TCA Application for work to trees in a conservation area. (*plan available to view at <http://www.wiltshire.gov.uk/planninganddevelopment.htm>*)
8. To review and comment on correspondence received by the Council
Wiltshire Council – Mobile Library Service Timetable
Wiltshire Council – Compensation from Network Rail re- Luckington Lane
Wiltshire Council – Freight Requests
Wiltshire Council – Local Highways Contract Revision Details
9. To receive an update on adoption of the Transparency Code for Small Councils and development of the Council website.
10. To agree payments in accordance with the budget as listed in the financial summary.
11. Cemetery
12. Update on Highway issues
13. Report from outside meetings
14. Items for next meeting Agenda and any other business for information only.

The next meeting of Luckington and Alderton Parish Council is on Wednesday 11th November 2015 at Luckington Village Hall.

SUPPORTING

PAPERS

MOBILE LIBRARY SERVICE

The Mobile Library Service consultation has now finished and I'm pleased to confirm the mobile will continue to visit Luckington, Playing Fields.

New timetables will commence week beginning 26 October and visits will be every 4 weeks on Tuesdays 11.45 – 12.15. Unfortunately it wasn't possible to retain a fortnightly visit due to demand from busier stops. However, we will be monitoring usage across the county and will do our best to provide an additional visit if at all possible in the future.

The current timetable will continue in the meantime. Mobile customers have been informed and new timetables will be available shortly.

I have added below the press release sent to local papers for information.

Thank you for taking part in the consultation process.

Kind regards

Rebecca Bolton

Mobile libraries will remain at the heart of the communities they serve in Wiltshire following a review of this much valued service.

There were nearly 900 responses to an 11 week consultation carried out to ensure people are still able to access a library service in their area.

Jonathon Seed, cabinet member responsible for libraries, said: "We are fully committed to our libraries and know just how important they are to our local communities.

"I'm delighted we have been able to work with local people to ensure the most well used stops are being retained, however significant pressures on our budget mean we cannot continue operating the service in its current format.

"Any customers who are physically unable to access a library or mobile service following these changes will be offered alternative options, such as the home library service."

From 26 October there will be two public mobile libraries operating in Wiltshire – one each in north and south Wiltshire. They will operate on a four weekly timetable with 27 of the busiest stops receiving fortnightly visits. The new timetables will be available from the middle of September.

The mobile library serving residential homes and sheltered accommodation will remain unchanged.

Once in place, the service will be regularly reviewed to ensure any changes reflect the value communities place on their mobile library service.

Of the 870 responses from current mobile library customers, parish and town councils, 94 percent of those who responded said they would continue to use the mobile library service with the changed frequency.

COMPENSATION FROM NETWORK RAIL – RE: LUCKINGTON LANE
FORWARDED FROM JOHN THOMPSON, WILTSHIRE COUNTY COUNCILLOR

Subject: Luckington Lane

Dear Mrs Michael

Some time ago you asked for information re a claim against Network Rail for reinstatement of work in Luckington Lane. I can confirm that we will be invoicing Network Rail for the sum of £7,000 and that this sum will be used for a scheme of works next year. The scheme will include some resurfacing, verge works and maybe installing a passing place or two.

Regards Philip

Philip Whitehead

Cabinet Member for Highways and Transport

Councillor for Urchfont and The Cannings

WILTSHIRE COUNCIL – FREIGHT REQUESTS

Dear Mrs Allman

During the course of each year Wiltshire Council receives numerous petitions and requests for weight limits and restrictions on freight movement on the public highway. In accordance with Wiltshire's freight strategy, these are then assessed annually using the council's Freight Assessment and Prioritisation Mechanism (FAPM) to identify the top priority scheme(s) for possible intervention (for further information on the FAPM please refer to the following link:-

http://www.wiltshire.gov.uk/parkingtransportandstreets/roadshighwaysstreetcare/transportfreight/transportroadfreight.htm#Road_freight-raise-concerns--Anchor).

There are now more than 80 schemes on the FAPM list and the annual assessment of these requests is a significant draw on resources. The council receives far more requests for freight management each year than it can possibly implement and there needs to be a mechanism to manage the process and limit the number of requests that have to be assessed through the FAPM process. To achieve this it is proposed that all of the current requests are referred to the relevant town and parish council to ensure that they are supported. This is particularly important because some requests are made by individuals and may not have been considered and endorsed by their local councils.

In your town/parish area, the requests that are assessed as part of the FAPM are:

B4040, Easton Grey / Luckington

Please can you confirm in writing whether these requests are supported by your town/parish council by replying to this email within 6 weeks. If this is not possible due to the scheduling of council meetings or any other factors then please let us know.

Once we have confirmation from each town/parish council who have an existing request, the list of supported freight management requests will then be split by community area and then referred to the relevant area board community area transport groups (CATGs) to select their top two priority freight requests for officers to assess using the FAPM.

Once ratified by the area boards, officers will then assess these priority sites using Part 1 of the FAPM process, which considers any wider policy, operational and/or deliverability issues that might mean that further investigation at the site should not be undertaken. The CATGs will then be informed of the outcome of the Part 1 assessments and if they successfully meet the criteria within the Part 1 assessment, the CATG will then be asked to commission a metrocount on the road(s) in question to collect the necessary traffic data to inform Part 2 of the FAPM process. In Part 2, sites are assessed against a range of scoring criteria to determine the likely impact that HGVs are having along a route and on the associated local communities. In choosing their priority freight requests,

area boards will need to be mindful of the council's [Freight Strategy](#) and the likelihood of a scheme being able to be implemented.

Future Requests

In future years, all requests for freight management (including requests for weight limits) should be submitted by way of the completion of an online area board issues sheet. Ideally, the request should be submitted by the relevant town/parish council. However, if a request is made by a member of the public, the requester will be asked to refer the matter to their town/parish council to indicate its view on the proposal. Requests that are not supported by the town/parish council will not be progressed further.

The supported freight management requests will be referred to the area board's CATG. These should be considered each Autumn when the CATG's top two freight priorities should be identified and submitted to officers by the end of November so that they can be assessed in accordance with the FAPM. (Budgetary constraints will not allow more than two requests per CATG to be assessed each year).

Priority freight issues that meet the criteria of the Part 1 assessment will be referred back to the CATG who will be requested to obtain a metrocount survey at the location of the freight issue to gain up-to-date traffic information to facilitate Part 2 of the FAPM assessment.

Following assessment by officers, the county's top two freight issues (as determined through the FAPM) will be identified from the 36 priority requests submitted by the CATGs. Studies will then be undertaken on these top two priorities to determine the most appropriate form of freight management (if required) in accordance with the council's freight strategy.

If any request crosses more than one parish, each parish would have been contacted individually.

Kind Regards

Emma Painter

Transport Planning Technician

Sustainable Transport

WILTSHIRE COUNCIL – LOCAL HIGHWAYS CONTRACT REVISION DETAILS

Since the last Luckington and Alderton Parish Council Meeting, which was held on the 9th September 2015, the following updates have been received from Wiltshire Council Highways, by the Parish Council, in respect of changes to the Wiltshire Council local highways service contract.

These changes are significant, and are likely to have a impact on Wiltshire Council delivered services in our parish. The reporting arrangements for local issues or concerns has also changed, with an increased reliance on reporting via the 'My Wiltshire' app.

The details are contained within the below updates,

John Buckley

Councillor

Luckington and Alderton Parish Council

Local Highways Update September 2015

On the 1st September 2015 Balfour Beatty Living Places novated (transferred) their sub-contract with The Landscape Group to Wiltshire Council.

This means that for the grounds, cleaning and local highway services the council now communicates directly with TLG.

This also means that the council has a new working arrangement and provision. The streets will still be cleaned, the grass cut and pot holes filled, but the way the service is provided has changed.

This will also affect the town and parish council communications with their local Coordinator.

Maintenance work will be given to TLG based upon the priority of the work identified by the council, using the MyWiltshire App system (with the exception of scheduled grass cutting). What this will do is focus the resources on known issues on the network. Rather than a historic scheduled service. The reason for the change is to move away from cleaning clean streets, clearing free running drainage or cutting highway grass that has not grown.

The concept is about maximising the use of the limited resources maximising the benefits to the maintenance of the network.

To allow this to happen programmed work will cease and be replaced by a rolling review system, where each day the assessment of outstanding works are gauged, with the highest need work being given the priority.

This means that Community Days and maintenance programmes (not the major maintenance schemes) will cease immediately, being replaced by the new reactive service. Hence any programmed work you currently were issued is now obsolete. Please can you ensure this information is no longer used, or it will cause you confusion.

To ensure the parish and town councils issues are addressed it is vital that reports are made through the MyWiltshire system. This can be accessed by the council's website, through the mobile phone App or by phoning the council on 0300 4560105.

To ensure the right priority is given, it will benefit all if as much information is given at the time of the report. Ideally a photo of the issue will be provided. This will ensure an immediate assessment can be made and the reporter informed on the action to be taken or not.

The council is asking town and parish councils not report local maintenance issues to the Coordinator but report it direct on the MyWiltshire system. Sadly if report to the Coordinator this will slow the process or even may not enter the system, so really must be avoided.

If the right reporting system is followed, it will ensure the matter is given the right priority and the council acts appropriately. This will allow those issues that should be dealt with quickly, to be resolved to the correct priority bringing improvements where most needed.

Wiltshire Council Highways Coordinator Newsletter (Update) - October 2015

We are sending out a full newsletter this month as we move full steam ahead improving the highway service.

While we make these changes, there will be challenges and learning experiences and inevitably some disruption. The improvements will be phased in over a period of time and we will keep you informed as we continue to move forward.

As is usual this time of year we have a number of co-ordinators, engineers and support staff who are moving to new roles. This means there could be a change of contact for parish and town councils and we will advise of any changes once they are known.

The Landscape Group to undertake grounds maintenance, street cleaning and small highway repairs

On 1 September 2015 Balfour Beatty Living Places transferred their sub-contract with The Landscape Group (TLG) to Wiltshire Council.

TLG directly under the management of Wiltshire Council is now providing the local services for grounds, street cleaning and minor maintenance

To support this new model we are moving to an 'identified need' service delivery. This is a move to works being undertaken where there is a known requirement.

For town and parish councils and resident issues, works can be reported and prioritised through the MyWiltshire App. Town and parish councils are also asked to report issues in their areas directly on the MyWiltshire App rather than directly to the local coordinator. The co-ordinator will then prioritise the work from the information given. The more information provided at the time of the report, the quicker a decision will be made on its priority and in some cases whether the work is required to go ahead.

Maintenance work will be given to TLG based upon the priority of the work identified by the council, using the MyWiltshire App system. This will help focus the resources on known issues on the network and will maximise the use of the limited resources to the maintenance of the network.

To allow this to happen, programmed work will cease and be replaced by a rolling review system (with the exception of grass cutting), where each day the assessment of outstanding works are gauged, with the highest need work being given the priority.

This means that Community Days and maintenance programmes (not the major maintenance schemes) will end and be replaced with the new reactive service. Hence any programmed work you currently were issued is no longer applicable. Please can you ensure this information is no longer used, as it may cause confusion.

To ensure the parish and town council issues are addressed it is vital that reports are made through the MyWiltshire App system. This can be accessed by our website, through the mobile phone app or by phoning the council on 0300 456 0105.

The council will be introducing a web-based reporting system to allow more strategic matters to be reported, with live updates on progress being undertaken. More information will be issued when the details are known.

Return of Parish Steward Scheme April 2016

We are currently working on preparing the new highway contract for 1 April 2016 taking into account local views and the innovations and improvement priorities to be introduced.

As stated earlier in this newsletter the Community Day Service has now ceased, however, in its place the council intends to return the Parish Steward Scheme in the new highway contract from 1 April 2016.

We have used the local highways' annual parish and town council Involvement evening findings to consider how service delivery should be amended to achieve the maximum benefit. It has been clear from the feedback from town and parish councils that one of their top priorities is a return of the Parish Steward Scheme

The Parish Stewards provide a vital link between Wiltshire Council and local councillors. They report issues and undertake repairs and maintenance themselves, meaning they are a 'one stop and done' service. Twenty two parish stewards are being appointed to prioritise the needs of their patch including roads, pathways, drainage and verge maintenance.

They will be directed locally by the parish and town councils to undertake the local priority minor maintenance highways work.

Grass Cutting Arrangements 2016

Through the winter we will be reviewing our grass cutting arrangements for the 2016 season and we are interested to hear from any parish or town council that has a view on the provision in their area.

We would also ask for town and parish council comments on whether there are any areas of Wiltshire land that they would be interested in transferring to their responsibility. This could be achieved through asset transfers and service delegation. Alternatively parish or town councils may wish to enhance the provision of service from Wiltshire Council through the use of voluntary groups or making payments direct to Wiltshire Council's contractor for enhanced levels of service.

We ask that the parish or town council when responding to this request, confirm that the comments have come from the nominated responsible parish or town council officer.

We are asking for responses to your Wiltshire Council Local Highway Coordinator by 1 November 2015 to allow us time to consider the comments.

Hedge maintenance.

With the arrival of the shortening daylight hours, comes the change in our ground operations from grass cutting to hedge/ shrub maintenance.

The government delayed the start of the hedge maintenance season this year to the end of September due to the bird nesting season.

We will begin hedge and shrub maintenance during October, with all grass cutting arrangements ceasing to support the grounds service. No further grass cutting will take place until March/ April, with the exact date being dependent on the weather conditions.

We are currently prioritising the areas for hedge and shrub maintenance. If you have any concerns about hedge or shrub maintenance in your area, please ensure your nominated town/ parish representative contact their local coordinator with the details, so the request can be considered alongside the other priorities.

Gearing up for winter in Wiltshire

Our highways team is fully prepared for winter and arrangements are all in place to keep traffic on the county's roads running smoothly.

Since the end of last winter, we have been servicing our gritting vehicles, revising routes and developing close working arrangements with parishes and other agencies.

We have 14,000 tonnes of salt in stock which is strategically placed throughout the county and there are three new salt depots with undercover salt storage.

Philip Whitehead, cabinet member for highways, said: "We have a dedicated team which does an amazing job in very difficult conditions, and we are more prepared than ever this year."

"We can, of course, never predict how severe a winter will be, but the wealth of experience we have means we will be in a better position than most should bad weather hit the county."

On average it can take up to 140 tonnes of salt each time we grit Wiltshire's A and B class roads and 230 tonnes to salt an extended network during prolonged cold weather.

During severe winters local farmers also have an important role to play, with many assisting by clearing snow in their local areas when required.

The council also has a scheme where interested parish and town councils can arrange for delivery of a one tonne bag of salt. It will be delivered to an appropriate location within their parish, and then can be distributed as they wish. Many town and parish councils also have a snow warden and the council can give advanced notice to them about severe weather. In addition, salt is supplied to many schools to maintain the car parks and keep their facilities open.

During winter people can have updates on both the weather and road conditions on Twitter by following @WiltshireWinter and @WiltshireRoads

Gulley emptying

We have amended our gulley emptying service to prioritise high risk areas which are recorded on the local highway house flooding or highway safety risk list.

We will ensure all the gullies that are on our high risk area list are emptied yearly.

When gullies in high risk areas are reported as blocked they will be given priority over all other

gullies for emptying.

Gullies in low risk areas will be emptied when resources allow, and the decision on whether these gullies will be emptied will be left to the local highway office.

Non-urgent blocked gullies should be reported on the MyWiltshire App, on the council's website or on the council's highway 'One Number' 0300 456 0105.

Emergency flooding (houses or causing a road safety issue) should be reported immediately on 0300 456 0100 (24hrs a day).

Wet winter weather preparation

With the advent of autumn we will inevitably see wetter weather and a greater risk of flooding.

We are reassuring residents we are doing all we can to be ready for any adverse weather. We are also reminding community groups and residents to consider how a wet winter may affect them, and to prepare by taking the appropriate action.

If a resident thinks a gully is blocked superficially, with leaves or grass, they can, with care on the highway, clear it themselves. If the blockage is not easy to clear or they have any other concerns, these can be reported to us using one of the following methods:

- * On line at www.wiltshire.gov.uk/mywilts<<http://www.wiltshire.gov.uk/mywilts>> where you will be able to leave your email address and receive updates
- * Or using the MyWiltshire app on a smart phone, again you will receive updates.
- * By telephone on 0300 456 0105 - the customer services team will give you a log number