

WANBOROUGH PARISH COUNCIL



Minutes of a Full Council meeting of WANBOROUGH PARISH COUNCIL held at WANBOROUGH VILLAGE HALL, HIGH STREET, WANBOROUGH on Monday 27th January 2025 at 7pm

Cllrs present: John Warr (Chair), Richard Bellamy, John Emmins, Kathy Glanville, David Hayward, Omar Mirza, Gary Sumner

In attendance: Sally Thurston (Locum Clerk)

Min ref: FC/27.1/25

1. Apologies

Cllr. Colin Offer

2. Declaration of interest

Cllr. Hayward declared a non-pecuniary interest in item 16, as an allotment holder, which was NOTED.

3. Minutes

It was PROPOSED that the Minutes of the Full Council Meeting held on Monday 16th December 2024 be signed as a correct record. This was SECONDED and RESOLVED.

4. The meeting was not adjourned as no public were present.

5. Finance

- a. Cllr Sumner PROPOSED and Cllr Mirza SECONDED that the orders of payment for January (appendix 1) be APPROVED. This was RESOLVED.
- b. Consideration of the cashflow statement for December was deferred to the February meeting
- c. Consideration of the reconciliations for December was deferred to the February meeting
- d. It was PROPOSED, SECONDED and RESOLVED to agree the following signatories mandate for the Wanborough Parish Council Santander Account
Cllr John Warr, Cllr Colin Offer, Cllr Omar Mirza and Sally Thurston, Interim Clerk
- e. Members were advised that funds from one NS&I account had been released and further progress had been made on accessing the additional account.

6. Village Maintenance

- a. Members received actions from playground inspections:
 - i. Church Meadow
 - ii. Lower Rec
It was PROPOSED, SECONDED and RESOLVED to instruct the handy man to carry out any repairs that he is able to undertake.
It was further PROPOSED that the reports and actions should be considered in full by the Footpaths and Village Maintenance (FVM) committee. This was SECONDED and RESOLVED.
 - iii. Members received a playground stock valuation – It was PROPOSED, SECONDED and RESOLVED this should be fully considered by the FVM committee. It was agreed that the committee can use this valuation as a tool to plan for improvement and adding additional accessible equipment
- b. Road Sweeping

- i. Members considered a suggested map of road sweeping in detail. It was PROPOSED, SECONDED and RESOLVED that the map be approved with the removal of rural routes on Burycroft and Horpit but adding Callis Hill and extending Church Rd to the Cross Roads.
Cllr Dave Hayward recorded an OBJECTION.
- ii. Members considered a quotation and undertaking road sweeping work in the future. Members were advised that two quotes were outstanding. Concern was expressed regarding taking on services that should be provided by SBC who have a statutory duty to keep public highways safe. It was acknowledged that SBC are not proactively sweeping and that many residents want their village well kept.

It was PROPOSED, SECONDED and RESOLVED that WPC should not agree to take on statutory services. However, the FVM should consider further quotes and agree ad hoc sweeping on a needs basis to improve the environment for our residents. Funding should be included in the budget to carry out up to two sweeps.

Cllr. Dave Hayward recorded and abstention and suggested this matter should be discussed in a coalition of South Swindon Parishes forum (to be discussed under item 15).

- c. Members received notification that the dog waste bin has been removed from Redlands Grove. It was PROPOSED, SECONDED and RESOLVED to refer this matter to FVM Committee. It was further PROPOSED that the Clerk should make contact with the developers to ascertain progress and responsibilities of the management company contracted to provide services to Redlands Grove. This was AGREED.

7. Hooper's Field

- a) Members received notification of collapse of cricket storage shed. Concern was raised regarding the health and safety implications of storing machinery indoors. It was PROPOSED, SECONDED and RESOLVED that the clerk be delegated authority to spend up to £1,500 on a temporary storage, in conjunction with the Chair of Council and the Chair of the Planning, Finance and Policy Committee (in the absence of the Chair of Hoopers Field Committee).
It was further PROPOSED that the construction of permanent storage units for the sports clubs should be urgently progressed, as a separate and immediate project, this was SECONDED and RESOLVED.
- b) Members carefully considered a request from Wanborough Bowls Club regarding external electric installation next to the storage container.
It was agreed that Hoopers Field needs permanent storage with an electric supply which should be addressed.
It was PROPOSED, SECONDED and RESOLVED that the bowls club be informed that WPC intend to prioritise the construction of permanent storage units for the sports clubs with an electricity supply. Therefore, part funding electricity to a temporary building was not appropriate use of parish funds at this time.
- c) Park Yoga 2025. Members received the evaluation report.
It was PROPOSED, SECONDED and RESOLVED that if Park Yoga raise funding for the event from an alternative source, WPC would be happy to consider hosting the event in 2025 and providing facilities. Park Yoga would need to submit a grant application for the use of facilities in kind.

8. IT provision and support for Council

Members reviewed recommendations from specialised IT companies and the Locum Clerk for IT provision in 2025.26.

It was PROPOSED, SECONDED and RESOLVED that delegated authority be given to the Locum Clerk to spend up to £1,600 to ensure that the Clerks IT was efficient and up to date. This would include the purchase of MS Office for business use and migration of all files and email along with the purchase of a laptop. This was

Cllr. Richard Bellamy recorded an objection due to the cost of migration.

9. Staffing

a) Members considered the following recommendations:

- i. An interim experienced clerk be employed on a fixed-term contract for 10 months. This contract will be reviewed after 3 and 6 months.
- ii. A permanent clerk be recruited in Summer 2025, with a view to commencing work 1st October 2025 giving a 4 week handover.
- iii. A permanent clerk to be employed for 21 hours per week.
- iv. An assistant clerk be recruited immediately to work 14 hours per week to assist the interim clerk and eventually the permanent clerk.

It was PROPOSED, SECOCONDED and UNANIMOUSLY RESOLVED to accept the recommendations and progress as stated.

b) Members received a resignation letter from the Village Handyman due to retirement. Thanks were recorded from the council for his hard work and commitment to the village. It was PROPOSED, SECONDED and RESOLVED that full discussion on recruitment be deferred to a future meeting in order to explore all options. In the short term an article should go in the Lyden to thank the outgoing handy man and encourage any interested parties to get in touch.

10. Precept 2025.2026

- a) Members received and carefully considered the draft budget and precept request for 2025/26 as recommended by the Planning, Policy and Finance and Audit Committee held 8th January 2025.
- b) It was PROPOSED by Cllr Sumner to AGREE the budget as presented for 2025/26. This was SECONDED by Cllr Glanville and RESOLVED. UNANIMOUS.
- c) It was PROPOSED by Cllr Mirza to request a precept of £154,394 from Swindon Borough Council, which represented a cost of £134.76 for a Band D household which equates to a 7% increase. This was SECONDED by Cllr Glanville and RESOLVED. UNANIMOUS.
It was agreed that an article would be circulated in the Lyden explaining the budget and precept request.

It was noted that the meeting was coming up the two hours. It PROPOSED, SECONDED and RESOLVED to continue with urgent items and defer non urgent matters the next meeting.

11. Report from Swindon Borough Council (SBC) Ward Councillor

A report was NOTED (appendix b)

12. Reports – DEFERRED

To receive and consider reports to include:

- a) Chairman's activity
- b) Clerk's update

13. Strategic Working Party (SWP) – DEFERRED

- a) To consider setting up a SWP
- b) To consider terms of reference (to follow)

14. Planning

- a. The following planning applications were considered :
 - i. S/LBC/24/1503 Replacement of two sliding sash windows to the front elevation. The Lynch House, 33 Church Road, Wanborough Swindon SN4 0BZ

It was PROPOSED, SECONDED and RESOLVED to register NO OBJECTIONS

- ii. S/LBC/24/1493 Southview Farmhouse, Horpit, Wanborough Swindon SN4 0AT. Remedial works to barn.

It was PROPOSED, SECONDED and RESOLVED to register NO OBJECTIONS subject to the barn remaining ancillary to the main property and detailed in the location plan.

- b. Applications determined by SBC since previous meeting were NOTED.

- c. **To consider a request of street naming and numbering for the first phase of Lotmead area New Eastern Villages scheme, planning application number S/RES/22/1736 – DEFFERED**

15. South Swindon Parishes Rural Coalition

A request was received from Chiseldon Parish Council regarding the formation of a coalition. It was PROPOSED, SECONDED and RESOLVED to register interest in a coalition

16. Allotments – DEFERRED

- a) To discuss and approve a new allocation process of vacant plots
b) To review and approve reducing the term of notice as stated in item 9 of Tenancy Agreement

17. Correspondence - DEFERRED

To NOTE for information only a list of correspondence circulated between 15th December 2024 and 26th January 2025 .

18. Items for Information – DEFFERED

To receive items for information only to include:

- a. Action List

Meeting closed at 21.20.

Appendix a.

ORDERS OF PAYMENT JAN 2025		
Payee	Description	Gross Invoice Amount (£)
<i>Paid – expenditure previously approved at Council meeting/regular payments or under Delegation</i>		
ID Mobile Ltd.	Phone – Clerk	£ 6.00
Starboard Systems	Scribe software	£ 62.40
Easy Space	Hosting	£ 67.07
British Gas	Hoopers Field	£ 395.96
Microsoft	Business Apps Clerk	£ 10.32
<i>For approval</i>		
LCC	Locum Clerk - unpaid fees March 2024	£ 3,816.00
CCE	Hoopers Field Broadband	£ 35.00
Castle Water	Water and Waste	£ -
C Smith	Hoopers Cleaning Nov and Dec	£ 102.00
Graham Poynter	December invoice	£ 1,044.92
AllBuild	Waste collection December	£ 250.00
All Build	Hedge Cutting	£ 1,620.00
SLCC	Locum Services	£ 3,075.78
PCC Wanborough	Lyden Magazine invoice	£ 200.00
API Play Inspection	Annual Play Ground Inspection	£ 216.60
Wanborough Village Hall	Hall Booking Fee	£ 256.00

Council HR and Governance Support	VAT invoice	£ 200.00
Bubbles Boilers	Emergency Call out leak	£ 180.00
Parish Online	Parish Mapping Software - annual	£ 72.00
Mundy Groundwork Ltd	Petanque Court Installation	£ 13,509.59
Graham Poynter	Jan Invoice	£ 581.97
Total		£ 25,701.61

Appendix b.

Ward Councillor update December 2024:

Wanborough Road: Work now completed on Horpit junction and damaged utility cover also remedied as part of the works by Conlon. Flooding noted at Lotmead (as usual) and reported to me by two residents. Raised with SBC Highways who confirmed that S.278 works to pavement and drainage will be undertaken by the developers of Lotmead. Agreed 'flooding' signage as appropriate.

Potholes/Highways: Potholes have been reported at Church Road and Foxhill.

Hooper's Field: The digger belonging to Mundy's the contractors for the Petanque court had their hired digger damaged by someone using a crowbar to gain access to the cab. John & Cathy joined me to review the CCTV footage last Saturday but nothing untoward was seen. Mundy's reported to the police. I subsequently spoke with Graham Mundy about the mound at the end of the car park. I pointed out that the grass cutters need access and that the mound was lumpy. He agreed when he inspected and will get it graded, add topsoil and grass seed.

Fly tipping: Ridgeway – caravan covered in graffiti – it appears someone is using it as a car parks in front of it then disappears overnight. Reported to SBC who will put a notice on the caravan and to the police by me at my Ward Surgery on the 25th January.

Burglaries in the village: There have been three burglaries in the village and police have been actively investigating. They have been updating me and I've updated residents online (with advice and security precautions). Police agreed to attend my Ward surgery 25/1 and a number of residents spoke to the police.

Advice from the police:

Advice we can give is to be vigilant of anything suspicious in the village, there are plenty of comments on the Warborough Facebook page about residents seeing suspicious individuals, if it doesn't feel right, report it.. it's better to prevent.

All access has been through the rear of the properties, we would advise the following:

Do not leave your front / back door insecure.
Do not leave windows insecure.
Do not leave ladders, tools insecure.
Back gates locked and secure.
Report any suspicious activity to the police – online www.wiltshire.police.uk, or call 101, or 999 in an emergency.
Install Audible alarms, ring doorbells- CCTV

Patrols have been increased within the village and h2h enquires are being carried out.

Issues with flooding: Three residents attended Ward Surgery on the subject of flooding. Some already under way in terms of reports and the 3rd I was already aware of outside homes in Ham Road. I'll work with the residents as some drainage works were promised by Bewley Homes. A section of drains is unadopted. 26/1/25 a flood alert issues by the Environment Agency. Dorcan Brook and River Cole – shared with residents.

Ditches were high and Lyden Brook high this afternoon (26/1) – checked in with Jo Bains at Gt.Moorleaze following the flood alert.

Other bits:

Various other Ward work done this month ranging from a tree close to power lines behind Warneage Green – I advised the resident to report but as it was on Council land they refused. Passed to the Tree Team at SBC who are liaising with contractors for SSE. A few missed bin collections including The Gallops, Foxhill. Assisted a resident with a disability discount assessment for Council Tax.

Litter Pick & Village Clean up: Is Saturday 15th February 10-12 with meeting points at Village Hall and Church Meadow car park. All help appreciated and we have equipment – just need to arrange collection of bags with Lee. This has been posted in January and February editions of The Lyden.

Redlands Grove: I've requested and been updated on the provision of play spaces and have shared this with residents (Thanks to the Bellway site director). A thought is that we could probably consider a notice board on the site for Parish notices?

If I've missed anything I'll update at the meeting – it's been a busy start to the year.

Gary Sumner
Ridgeway Ward Councillor