

Wanborough Parish Council

Minutes of the Footpath and Village Maintenance Committee Meeting held on Monday 21st August 2017 at Hooper's Field Sports Pavilion starting at 8pm

Present:- Colin Offer (Chair), Bob Biggs, Roger Whitfield, Clerk and 2 members of public

1. Apologies received from Joe Smith,
2. Minutes of the last meeting

A discussion took place in relation to the minutes of the last meeting and comments made by Dave Hayward. It was confirmed that there was nothing wrong with the minutes of the last meeting as no discussion or actions were taken on points raised by Dave, therefore it was agreed that the minutes of the last meeting were correct. Colin Offer and Bob Biggs agreed to discuss these items at this meeting so that they can be minuted, it was confirmed that an e-mail had been sent to Dave confirming that the small area at the end of Madalen Road is not included within the areas that Parish Council are now responsible for, however it was agreed to add to the list as low priority item to be completed over the autumn or winter when the Village Lengthsman is less busy. Colin confirmed that the other two items raised were in relation to the protection of hedgehogs and a permissive path down at The Marsh. It was agreed that the committee are happy to promote the protection of hedgehogs, and for the permissive footpath, an application needs to be made to SBC applying for the footpath to be registered as an official right of way along with evidence of its use, it was agreed to ask if Dave has the appropriate evidence to make an application to SBC.

3. Declaration of Interest - None

Public Questions – Meeting adjourned for members of the public to raise any questions

A resident attended the meeting to ask if Parish Council would consider sending an additional comment to SBC in relation to the planning application for 5 new dwellings at The Marsh, he confirmed that he supported the comments already made by Parish Council for this application but in light of the recent problems with the footpaths at the Ducksbridge application he feels there needs to be a comment to SBC requesting that the footpaths within this proposal are protected.

*Colin Offer confirmed that it would do no harm to send an additional comment to SBC raising this concern. **ACTION Clerk to write to SBC***

4. Review procedure for residents reporting problems – Clerk confirmed that there has been a substantial increase in the number of problems & complaints received from residents in relation to footpaths and village maintenance. In order to control this she felt that there needed to be a procedure in place and made the following suggestion:-
 1. To set up a separate e-mail address
 2. To have a form on Parish Council's website for residents to use to report their problem, similar format as SBC, this will ensure that Parish Council receive all the necessary information so that they can look into the problem.

3. There is an automatic reply to all e-mails received so that residents know their e-mail is received, confirming that Parish Council will aim to inspect within 7-10 days (again similar to SBC)
4. Clerk has set up a spreadsheet of all reported problems, showing what actions have been taken by Parish Council and when the action is complete, this can be uploaded to Parish Council website on a monthly basis.

It was agreed that a better procedure is needed, ***ACTION Clerk to discuss with Mark Woodman (Website) to see what can be done.***

5. Footpaths:

a. Footpath WA44 – The Marsh

The proposal for this new footpath was discussed at the last Parish Council meeting however no decision was made and the deadline for comments has now passed, Clerk has sent a request to Martin Fry (Rights of Way Officer) to see if he is able to meet with Parish Council to discuss, however no reply has been received to date.

The footpath proposal was again discussed and as the committee were unable to come up with a solution to the matter, it was agreed that Parish Council needed to discuss further with the Rights Of Way Officer ***ACTION Clerk to chase SBC for an onsite meeting***

b. Replacement stile to kissing gate at rear of Church

Clerk confirmed that this has now been completed, photos have been taken and this can be included within the newsletter. Colin Offer suggested putting a new fingerpost sign at the gate, this was agreed ***ACTION Clerk to gain a quote***

c. Review any reported problems on footpaths

Clerk circulated a spreadsheet that has recently been compiled which shows all the reported problems for footpaths over the last month along with outstanding issue prior to this, it is one spreadsheet for both footpath and village maintenance problems.

Discussion took place as to whether they should be two spreadsheets, however it was agreed to keep as one spreadsheet but to colour code.

Spreadsheet to be shown as an appendix to the minutes. ***ACTION Clerk***

Roger Whitfield and Joe Smith have carried out footpath inspections around The Marsh and have identified a number of issues especially in relation to blocked footpaths, it was agreed to discuss these problems with SBC Rights of Way Officer at the same time as footpath WA44

d. Proposal for the maintenance of footpaths going forward

It was agreed to continue with the inspections and to put together a list of areas that need improving, along with the analysis of the footpath signage.

6. Bins & Litter Collection

- a. Review location of bins, Clerk confirmed that the new bin for the High Street has been ordered and awaiting delivery, Village Lengthsman will then install.
- b. Review any reported problems – Clerk confirmed there have been no reported problems

7. Village Maintenance

- a. Review Village Lengthsman work schedule

Clerk confirmed that there is still a considerable amount of work on the Village Lengthsman schedule, work has to be prioritised and some items that are low priority i.e there is no safety issue, will have to be left until he is less busy in the autumn and winter.

b. Review any reported village maintenance problems.

Clerk circulated a list of all reported problems, committee reviewed list and actions taken, this is included within the appendix to the minutes

8. Review budget and spend

Clerk circulated budget and spend to date, and confirmed that all money will be kept in reserves until spent.

9. Any other business

30mph speed limit signs as you approach The Marsh are not visible, vegetation needs cutting back. **ACTION Clerk to report to SBC**

Date of next meeting – date to be agreed in November 2017