

# WANBOROUGH PARISH COUNCIL

Minutes of the Full Council meeting held on Monday 19<sup>th</sup> December 2022 at 7.30pm at Wanborough Village Hall

**Present:** Bob Biggs (Chair), Dave Hayward (Vice Chair), Donna Stalker, John Emmins, Colin Offer, Gary Sumner, John Warr, Richard Bellamy, Omar Mirza, Kathy Glanville and Joe Smith

**In attendance:** Angela Raymond (Parish Clerk) and 4 members of public

Minutes Ref

FC/12/22/

1. Apologies: None
2. Declaration of interest. Dave Hayward declared a personal interest in item 11 as he rents an allotment. Gary Sumner declared a personal interest in any New Eastern Villages planning applications.
3. Minutes:  
**Proposed** Dave Hayward **Seconded** Donna Stalker  
**Resolved:** Parish Council approved the minutes of the Full Council meeting held on 28<sup>th</sup> November 2022.

## THE MEETING WILL BE ADJOURNED FOR PUBLIC QUESTIONS

*A resident raised a request for the Parish Council to consider; she stated that she is concerned that important information about what is happening in the village is not being communicated very well. She stated that there have been a couple of occasions recently when social media has been used to get important information to the village, however sometimes people in the village just do not understand what is happening or what the post on social media means. She has noticed that SBC are generally not giving information out freely and information is not easy to find. She is therefore asking if the Council could compile a leaflet that can be distributed with the Lyden magazine or delivered separately with full details confirming what is happening in the village with regards to road designs and layouts, road closures etc. People in the village need to understand what is happening.*

*Bob Biggs confirmed that Parish Council have a website which the council use to display all information received from SBC and a regular monthly article is included in the Lyden magazine.*

*Gary Sumner stated that he also puts a monthly article into the Lyden.*

*Clerk confirmed that the S278 Wanborough Road plans are on Parish Council's website for residents to view and the planned closure of Pack Hill, which is due to start on the 9<sup>th</sup> January 2023 is included in January's Lyden.*

*A discussion took place in relation to the proposed closure of Pack Hill. Gary Sumner confirmed that during the Pack Hill closure there will be no pedestrian or cycling access; access to Great Moorleaze etc will be maintained at all times from Commonhead.*

*A resident raised a question in relation to the planning application for 2 proposed new dwellings at The Marsh; he asked if the Parish Council would object to the application as it is a greenfield site outside the settlement boundary. Gary Sumner confirmed that he has already requested for the application to be decided at SBC's Planning Committee if the SBC Planning Officer is minded to "Grant" permission. Bob Biggs confirmed that this application is on the agenda for the Parish Council to discuss later.*

*A resident asked who decides at SBC if the time frames for the road closures are reasonable and who manages the contractors to ensure they meet their time frames so the closures are not extended. Gary Sumner confirmed that SBC Streetworks will assess that a time frame is reasonable developers have a right to carry out work needed on the public highway as per their planning consent and SBC will assess if that is reasonable. The resident asked what relationship the Parish Council has with SBC Streetworks.*

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*Gary Sumner stated that as Borough Councillor he confirmed that he speaks to SBC Streetworks every week. The resident asked if the reasonableness includes consideration of local residents and businesses. Richard Bellamy confirmed that Parish Council have set up a working party to consider these issues and there is due to be a public meeting on 30<sup>th</sup> January 2023.*

*A question was raised in relation to the HGVs using Pack Hill, the potholes on Pack Hill and how dangerous it has become. It was confirmed that the potholes have been reported. If an HGV is noticed that is clearly for Redlands site, or Conlon etc then this should be reported to SBC, as these vehicles should not be travelling through the village. A question was raised as to whether all of Pack Hill will be resurfaced while the road is closed; Gary Sumner confirmed that it would only be the section for the SCR that would be resurfaced.*

*A question was raised as to how much the Supreme Court hearing for Symmetry Park cost SBC. Gary Sumner confirmed that he doesn't know yet as SBC need to wait to hear the costs from both sides; this will be shared in due course. A question was raised to ask what impact the outcome of the Symmetry Park court hearing will have on the NEV and local area. Gary Sumner stated that SBC will be looking at alternative options, it's not going to have an impact on Wanborough and developments within the NEV will still go ahead as planned. A question was raised as to how residents within the Great Stall East development site will access Great Stall West, where the district centre is to be located, without the Symmetry Park access. Gary Sumner stated that this is what SBC need to look at.*

#### 4. Report from Ward Councillor

Ward Councillor report was circulated to all Councillors.

Bob Biggs asked that in relation to the 20mph speed limit proposals, could Gary Sumner ensure that Parish Council are consulted on any highways proposals prior to any decision being made. Gary Sumner confirmed that he would and confirmed there will be a full consultation on the 20mph zones, for all residents to respond to, in the New Year.

#### 5. Planning:

##### 5.1 To consider Planning Applications received:

**S/OUT/22/1683** - Land South Of The Marsh Wanborough - Erection of up to 2no. dwellings and associated works. (Access not reserved)

**Resolved** Parish Council unanimously agreed to object to this planning application for the following reasons:-

- The site is within the area of non-coalescence and contrary to SBC's Planning Policy NC3.
- The site is outside Wanborough settlement boundary and within open countryside, so the proposed development will have a detrimental impact on the rural surroundings.
- The developer compares the site to St Katherines and Suter's Lane, but these sites were brownfield sites unlike the proposed site which is greenfield. The developer has not referred to the two recent applications that have been refused.
- The site is within close proximity of local listed buildings.

##### 5.2 To note the following planning decisions received:

**S/HOU/22/0362** - Tyrone House High Street - Erection of a single storey detached outbuilding for swimming pool - **Granted**

#### 6. To receive Clerk's Report & update on Action Points

Clerk's report was circulated to all Councillors and can be viewed in the appendix to the minutes.

#### 7. Chair's & Clerk's meeting held on Monday 12<sup>th</sup> December 2022

Notes from the meeting were circulated to all Councillors. Bob Biggs confirmed that he was unable to attend. Clerk confirmed that the main point to highlight from the meeting was that SBC are keen to start discussing with Parish Councils as to what other services can be transferred from SBC, not for 2023/24 but from 2024/25. SBC will start these discussions in the new year.

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8. “Civility and Respect” Pledge  
**Resolved** Parish Council unanimously agreed to sign up to the “Civility and Respect” pledge.
- 8.1 Dignity at Work Policy  
**Resolved** Parish Council unanimously agreed to adopt the new “Dignity at Work” policy.
- 8.2 Councillor – Officer Protocol  
**Resolved** Parish Council unanimously agreed to adopt the new “Councillor – Officer” protocol
- 8.3 New Code of Conduct  
**Resolved** Parish Council unanimously agreed to review the new Code of Conduct with the aim of adopting at the next Annual Parish Council meeting.
9. Quotes received for CCTV at Hooper’s Field  
Three quotes have been gained to install new CCTV system at Hooper’s Field. A discussion took place in relation to the number of cameras, storage needed, location of the equipment at Hooper’s Field, how the data will be downloaded and what the cameras will look like. Colin Offer requested further information on what the camera will look like.  
**Resolved** Parish Council agreed in principle for the quote received from FSR Security, subject to gaining confirmation that the recording capacity can be increased to 4TB. Cost to be included in the budget for 2023/24.
10. Hooper’s Field Project Committee  
John Emmins confirmed that a quote has been gained to carry out a tree survey within the area of the proposed temporary access which is required for the discharge of conditions application. Clerk confirmed that the survey is needed as the area is within the Conservation Area.  
**Resolved** Parish Council unanimously approved the cost of £295 plus VAT to carry out the tree survey.
11. To review quotes received for a new website  
Five quotes have been gained for a new website, hosting and e-mails. A report listing and comparing all quotes had been circulated to Councillors, along with notes from a meeting with the current webmaster. A discussion took place in relation to what the Council need and what’s included within the quotes. Parish Council felt that further information was needed prior to deciding on who to use.  
  
**ACTION** Clerk & Assistant Clerk to gain feedback from local residents on the Parish Council’s current website and what they would like to see included on the new website, and to gain references from other Parish Councils who have used each of the companies to gain feedback on how easy they are to use and load information onto the website.  
**Resolved** Parish Council agreed that amount of at least £3,000 should be included in budget for 2023/24 for a new website.
12. Finance
- 12.1 Correspondence received from St Andrew’s Church PCC asking if the Parish Council would consider increasing the grant paid annually towards the maintenance of the churchyard for the next financial year (2023/24).  
**Resolved** Parish Council unanimously agreed in principle to increase the grant, agreeing that the finance committee should consider the amount to increase the grant by at the committee meeting on 9<sup>th</sup> January 2023 as part of the budget discussion for 2023/24.
- 12.2 Payment Schedule for December 2022  
**Proposed:** Kathy Glanville **Seconded** John Emmins  
**Resolved:** Parish Council unanimously approved the payment schedule for December 2022 totalling as follows:

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Parish Council	£8,775.73
Direct Debit	£20.00
Hooper's Field	£2,990.84

## 14.3 Cash Flow Statement December 2022

Monthly cash flow statement showing total spend vs budget had been circulated to all Councillors and was approved at the meeting.

Meeting closed at 9.34pm

Next meeting 23<sup>rd</sup> January 2023

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## CLERK'S REPORT

19<sup>th</sup> December 2022

### 1. Planning

- a. The Supreme Court judgement for DB Symmetry Park vs Swindon Borough Council was made on 14<sup>th</sup> December and the case has been dismissed, i.e. SBC lost. A copy of the judgement has been put on the shared drive.

### 2. SBC Highways

- a. A copy of the letter from Buckingham Group that is going to be sent to all residents confirming when Pack Hill is due to be completely closed is in the shared drive.
- b. Notification of road closure in The Marsh – The notification received last month to confirm and extension to the road closure for a further 18 months – SBC have confirmed that pedestrian and cycle access will remain at all times, plus they confirmed that work is still due to be completed in summer 2023.
- c. Wanborough Road Street lights petition – this was considered at SBC's Council meeting on 8<sup>th</sup> December. David Potter and John Warr spoke on behalf of those who signed the petition. Cllr Perry replied on behalf of SBC, Cllr Sumner spoke in support of Cllr Perry's reply. There were 2 Labour Councillors who spoke in support of the petition but in the end the vote just followed party lines.

### 3. Finance & Budget 2023/24

- a. SBC have sent the Precept letter to Parish Council. The form needs to be signed and submitted to SBC end of January 2023. There is a Planning, Finance & Policy committee meeting on the 9<sup>th</sup> January, with the aim to approve at the next Full Council meeting ready to submit prior to the end of January.
- b. The S106 Allotment money - £3k was approved for transfer at SBC's Cabinet meeting on 7<sup>th</sup> December, so hopefully we will receive this soon.

### 4. Festive arrangements

- a. Christmas trees were collected from Lotmead and installed at Church Road and Village Hall. Lotmead confirmed that this is the final year as they have recently sold the business. Any arrangement for a tree for next year, we will need to speak to the new owners.
- b. Christmas Hampers & Thanks you gifts. Food and gifts have been purchased and will be packed into hampers on Wednesday morning before distribution. If any Councillors can help please meet at Hooper's on 21<sup>st</sup> December at midday for distribution.

### 5. Village Maintenance

- a. All bulbs have now been planted, 6.5k crocuses and 4k daffodils plus 400 snowdrops to be planted in Feb 2023. Planting mainly on the High Street but also some additional planting on Church Road.
- b. Idverde will be carrying out road sweeping on 15<sup>th</sup> December.

### 6. Telephone Box – Foxhill

- a. Still looking for an electrician to install the defibrillator cabinet at Foxhill.

### 7. Future Meetings

- Planning, Finance & Policy Committee – 9<sup>th</sup> January 2023
- Hooper's Field Committee meeting – 16<sup>th</sup> January 2023
- Full Council meeting – 23<sup>rd</sup> January 2023

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## Wanborough Parish Council

### Action Points

PC meeting and minute no	Action	Owner	Status	Date completed
Outstanding	Springlines Meadow ditch, to chase SBC for confirmation of maintenance contract	Ward Councillor	Update:- April 21 – SBC confirmed that the Management Company for Adams meadow would take responsibility but SBC to check legal agreement.	
Sept 2019	TRO signage at Foxhill – Cllr Hayes request for further information from SBC	Clerk	PC made a request to SBC for signage improvements at Foxhill junction in line with that at Covingham. – remains outstanding.	
November 2019	Install water meters at Hooper’s Field for Bowls & Cricket Club	Clerk	To gain quotes from Plumber Work to be included within expansion project	
June 20	New Signage at Burycroft	Clerk	Request sent to SBC Highways for the single bend sign to be replaced with a double bend.  To remove the “slow” road markings travelling eastbound.  To install a second “double bend” sign in The Marsh at other end of the double bend and install the “slow” road marking in the correct place.	
Oct 20	Land at the Corner of Church Road	Clerk / Councillors	WPC to look at registering land at corner of Church Road.  SBC have inspected fly tipping	
June 21	Rural Highway Verges	Clerk	E-mailed Sam Mowbray and Brian Pinchbeck to ask if they can supply a schedule of work for Rural Highway Verges confirming how often they cut the verges and when it will be carried out.  PC to discuss as part of Parish Deeds review.	
April 2022	Church Road  (From Callas Hill to Ham Road)	Ward Councillor	Parish Council have made a request to Ward Councillor to add to his members request list :-  Installation of 30mph repeater signs  Installation of 30mph white lines on the road	
November 2022	Church Road  To request that the narrow footpath next to West View on Church Road is made wider so that pushchairs / wheelchairs can use it	Ward Council	Parish Council have made a request to Ward Councillor who has confirmed this has been submitted to SBC Highways for assessment.	

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## Bacs Payment Schedule December 2022

Payment to	Reason	Amount	VAT Included
December's Salary Costs	Salary, Pension, Tax & NI	4,670.28	
St Andrew's Church	Lyden Dec	250.00	
Mrs A J Raymond	Re-imburse Expenses - PC	1,030.36	Yes
Mrs G Wheeler	Re-imburse Expenses - PC	105.50	
Mr D Clay	WiFi - Village Hall	25.00	Yes
Allbuild	Waste Collection	300.00	Yes
SLCC	Asst Clerk training	84.00	
Graham Poynter	Handyman	750.59	Yes
Heritage Tree Care Ltd	Tree works	1,560.00	Yes
ID Mobile	Mobile Phone Clerk	6.00	
O2 Mobile	Mobile Phone Asst Clerk	14.00	
Chantelle Smith	Cleaning (Nov)	66.00	Yes
Southern Electric	Electric	904.84	
Nice House	Bowls Club guttering	400.00	Yes
SWA	Planning	960.00	Yes
Allbuild	Maintenance work	660.00	