

WANBOROUGH PARISH COUNCIL

Minutes of the Full Council meeting held on Monday 22nd August 2022 at 7.30pm at Wanborough Village Hall

Present: Bob Biggs (Chair), Dave Hayward (Vice Chair), Joe Smith, Donna Stalker, John Emmins, Colin Offer, Gary Sumner, John Warr, Kathy Glanville.

In attendance: Angela Raymond (Parish Clerk) and 14 members of public

Minutes Ref

FC/08/22/

1. Apologies: none
2. Declaration of interest. Gary Sumner declared a general interest in anything discussed on the New Eastern Villages.
3. Minutes:
Proposed Donna Stalker **Seconded** Joe Smith
Resolved: Parish Council unanimously approved the minutes of the Full Council meeting held on 25th July 2022.
4. Presentation “Land East of Wanborough Road – Green Land”
Representatives from David Lock Associates attended Parish Council meeting to confirm details about their upcoming planning application for a site within the New Eastern Villages (NEV). The site is south of Lotmead and to the north of Redlands. Current proposal for up to 300 homes, including pedestrian and cycle links to other areas of the NEV; site also includes allotments and woodland. Access will be via Southern Connector Road (SCR); there is a small enclosure of 5 dwellings off Wanborough Road between Poplars and Wanborough House. West of Wanborough House there are areas of heritage and as part of the application there will be a number of trenches to survey the site.
The representatives from David Lock Associates confirmed that they have a meeting planned with Gary Sumner (Ward Councillor) and have a pre-application submitted to Swindon Borough Council.
Question raised:-
What is the mix of houses that are being proposed (2, 3 or 4 bed homes)?, David Lock Associates confirmed that this will be agreed as part of the pre-application process with SBC.
What is the density? David Lock Associates confirmed that they have met SBC’s required density for the site which is 40 dwellings per hectare within the developable area.
Who is going to maintain the Open Spaces? David Lock Associates confirmed that they are unable to confirm at the moment as this will be up to the house developer, it can either go to the existing local council, a new local Council, or a maintenance company. This will be agreed at the detailed planning application stage. They also are currently talking with Thames Water in relation to the maintenance of SuD’s.
Will there be any access onto Wanborough Road? David Lock Associates confirmed that the main development will only have access onto the SCR, but there will be a small development that will have access onto Wanborough Road.
Will the route of the Wilts & Berks Canal be protected? It was confirmed that the route is protected and shown on their masterplan.
Is there any provision/funding set aside for the on-going management of the woodland and wetland feature? David Lock Associates confirmed that the S106 agreement will be defined and confirmed at the detailed planning application.
What facilities are included within the development site? It was confirmed that the site is purely residential with facilities within Lotmead to the north of the site, however contributions from the development will be allocated towards these facilities within Lotmead; links and connections will be made to ensure easy access.
Will the facilities at Lotmead be ready in time for the new dwellings at this site? The developer confirmed that the Lotmead planning application is further into the process so the phasing of the facilities will be prior to development of this site.

WANBOROUGH PARISH COUNCIL

A request was made from a resident that the developers consult with Parish Council in relation to how the S106 funding is allocated. Parish Council have local knowledge and understand local needs, therefore the resident asked that David Lock Associates consult with the Parish Council to gain the relevant information from the community before then involving Swindon Borough Council on how S106 funds will be allocated.

5. Resignation of Parish Councillor

Bob Biggs confirmed that Mike Webster has resigned as Parish Councillor; the notification of the vacancy has been published and it will be necessary to wait to hear if anyone has called a "By-Election" or whether the Parish Council can "co-opt".

6. Co-option of Parish Councillor

Bob Biggs confirmed that Parish Council is now able to fill the current vacancy, as a result of Richard Angwin leaving the Council, by co-option. Bob Biggs welcomed three candidates to the meeting, all of whom have confirmed they are eligible to become a Parish Councillor prior to the meeting. He asked each of the candidates to provide a presentation to the Council confirming a bit about themselves and why they want to be a Parish Councillor. John Warr stated that he wanted to ask the candidates some questions; Bob Biggs confirmed that this is not normal procedure and needs to be kept fair for all candidates, confirming that questions would not be allowed.

Candidates left the room while Parish Council carried out a vote:

Bob Biggs, Dave Hayward, Joe Smith, John Emmins and Donna Stalker voted for Richard Bellamy. John Warr, Gary Sumner, Kathy Glanville and Colin Offer voted for John Boston.

Resolved: Richard Bellamy was duly co-opted onto the Council.

Richard Bellamy signed the "Declaration of Acceptance of Office".

Bob Biggs thanked all candidates for putting themselves forward and advised that as a result of another councillor resigning there was another casual vacancy going through the process. Bob Biggs encouraged the other candidates to put themselves forward for this vacancy, confirming Parish Council will let them know when this will be and whether the council are able to co-opt or if there will be a By Election.

THE MEETING WAS ADJOURNED FOR PUBLIC QUESTIONS

A resident raised an issue with a footpath at The Marsh. Parish Council confirmed that he was referring to footpath W25 at Honeyfield Farm which is currently closed due to the work being completed on the Southern Connector Road (SCR). The resident stated that if it is closed then it's not signposted that it's closed. Clerk referred the residents to a copy of a map on the Parish website where it confirms which footpaths are currently closed, but also confirmed that she would contact SBC Rights of Way Officer to request further signage. Parish Council also confirmed that they have been in discussions with SBC Rights of Way Officer in relation to when and how these footpaths will be re-opened, as there will be a considerable amount of work that will need to be undertaken to clear them ready for use again. The closure of the footpaths have been extended due to the SCR completion date being delayed by a year. A question was raised in relation to who will be paying for the work that will be needed to be carried out to re-open these footpaths. Parish Council confirmed that they have made a request to the Rights of Way Officer that, as the footpaths have been closed due to the SCR, the cost to re-open them should be included within this project.

John Warr asked for agenda item 12.1 to be brought forward so those who are in attendance for this item do not have to wait. Bob Biggs asked Councillors if they were happy with this - Councillors unanimously agreed.

12.1 Introducing a "Dog Control Order" for dogs to be kept on a lead while at Hooper's Field Sports Facility (Colin Offer)

Colin Offer provided details of the proposal he is putting forward and the reasons why he is asking the Council to consider a dog control so that dogs are kept on a lead while at Hooper's Field.

Colin Offer confirmed what was discussed at the Hooper's Field committee meeting and reasons why the committee are asking for this proposal. Hooper's Field sports field only makes up a small percentage of the overall open spaces around the village. Dog fouling is a health hazard for both children and adults using

WANBOROUGH PARISH COUNCIL

Hooper's to play sport. Parish Council as owner of the facility can implement a "Dogs on Lead" policy for the sports field. It may be a small minority of dog owners who do not clear up after their dogs but the problem has become out of control. Also as a matter of courtesy, residents should be putting their dog on a lead whilst sport is being played on the field or even while training is in progress. All the coaches, team managers, etc are volunteers and the Parish Council have a duty to provide a facility that is safe for them to use.

Colin Offer confirmed that he is asking the Parish Council to approve additional signage to ask residents to keep their dogs on a lead while walking across the sports field.

Bob Biggs then opened up to other Councillors at the meeting to discuss. There was a long discussion on the subject, including:-

- A discussion on the recent Facebook postings and feedback received on this social media forum.
- A discussion on the history of Hooper's Field and what it is designed for.
- A discussion about other facilities in the area. The guidance that is in place for dog walkers at the Woodland Trust sites. The dog controls put in place ("Public Open Space Protection Orders") at other public open spaces around Swindon including other sports facilities.
- A discussion took place in relation to signage and bins at Hooper's Field.

Bob Biggs put forward the following motion:-

Dogs should be kept on a lead at all times while on the sports field at Hooper's Field.

Parish Councillors voted 6 in favour and 4 against.

John Warr put forward the following motion:-

To monitor and educate for a period of six months to see if there is any improvement.

Parish Councillors voted 4 in favour and 6 against.

Resolved: Parish Council agreed to approve the motion that dogs should be kept on a lead whilst on the sports field at Hooper's Field. It was confirmed that this doesn't include the car parking area. It was also agreed that the Hooper's Field committee should review this after a period of 12 months.

7. Report from Ward Councillor

Report circulated to Councillors which included:-

Pack Hill traffic management doesn't appear to have caused too many issues, will be monitored as schools return.

20mph zones – traffic counters will be installed at locations as per his e-mail

Wanborough Road – Delay circulated to residents to confirm the road will re-open in early November 2022.

The entrance road into the Redlands site has had to be raised due to the location of a pipe that they were not aware of.

Fibre – Many connections due by end of August 2022 with a small number going to the end of September 2022.

Lotmead – The developer is planning a "drop in" style meeting at the Village Hall near the end of September 2022 so residents can view the plans, especially phase 1.

Gary Sumner also provided an update on the outstanding drainage work at Springlines Meadow, stating that what the developer is proposing is not acceptable so this may need to go through planning enforcement.

Questions raised by Councillors

With the Wanborough Road closure delayed further this will have a huge impact on local pubs and businesses, what are SBC thoughts on this? Gary Sumner stated that the developer closed the road, SBC have spoken to the developer but they are not willing to offer compensation. There is no legal duty to pay compensation when a road is closed so there is nothing further SBC can do. Joe Smith stated that the proposed scheme (S278 application) was devised by SBC and developers, he can not keep blaming the developer for everything when SBC were involved and approved the proposed scheme.

A discussion took place in relation to the work that still needs to be complete, the problems the contractor has faced and whether working over the autumn and winter will have a further impact on the work schedule.

WANBOROUGH PARISH COUNCIL

John Warr put forward a proposal that the Parish Council set up a new working party with the aim to discuss what can be done to help the local businesses while Wanborough Road is closed. Parish Council agreed and Councillors who confirmed they would like to be involved included, John Warr, Kathy Glanville, Dave Hayward, Joe Smith and Richard Bellamy.

8. Planning:

8.1 To consider Planning Applications received:

S/22/1136 – St Andrew’s Church, Church Road – Renewal of nave roof, raising of roof level, reforming of nave parapet gutters with new lead sheeting and timber support structure.

Resolved: Parish Council raised no objection.

S/ADV/22/1141 & S/LBC/22/1142 - Harrow Inn High Street - Display of illuminated signage.

Resolved: Parish Council raised no objection subject to the Conservation Officer raising no concerns with the proposal.

S/HOU/22/1206 - Kite House 2 Suters Lane - Erection of single storey side and rear extensions.

Resolved: Parish Council raised no objection

8.2 To consider Revised Planning Applications received:

S/COND/22/0411 - Lotmead Site New Eastern Villages - Discharge of conditions 9 (Phasing) and 10 (Character Area Design Code) from Outline Planning Permission S/OUT/19/0582 - Outline Planning Application (means of access off Wanborough Road not reserved) for demolition and/or conversion of existing buildings and redevelopment to provide up to 2,500 homes (Use Class C3); up to 1,780 sqm of community/retail uses (Use Class D1/D2/A1/A3/A4); up to 2,500 sqm of employment use (Use Class B1); sports hub; playing pitches; 2no. 2 Form Entry primary schools; green infrastructure; indicative primary access road corridors to A420; improvements to Wanborough Road and associated works.

8.3 Notification of Planning Consent received:-

S/RES/22/0397 - Redlands New Eastern Villages - Erection of a utilities substation - Reserved Matters from previous outline permission S/OUT/16/0021.

S/RES/21/0584 - Redlands Eastern Villages - Provision of areas of open space and principal landscaping - Reserved Matters from previous outline permission S/OUT/16/0021.

S/HOU/22/0218 - 2 Manor Orchard - Erection of single storey side and rear extensions, and porch to front.

9. To receive Clerk’s Report & update on Action Points

The Clerk’s report was circulated to all Councillors; a copy is included in the appendix to the minutes.

10. Highways

10.1.1 The latest correspondence from SBC Highways in relation to the proposed work on Wanborough Road was circulated to all Councillors.

Clerk confirmed that SBC Planning Officer has provided a copy of the S278 plans for Wanborough Road which can be loaded onto the Parish website so that residents can view them. The S278 plans show the location of the streetlights from the allotment site up to the Southern Connector Road. The section of road from the Southern Connector Road to Covingham will be a separate S278 plan which will be done as part of the Lotmead development site, these plans have not yet been approved. Gary Sumner confirmed that SBC have received the S278 application and plans for this section of Wanborough Road and this application will go through the same process and the S278 for the Redlands site.

A discussion took place in relation to the proposed street lights on Wanborough Road, confirming their frustration that SBC are not listening to any of the concerns that Parish Council have raised. There is a clear confusion as to why the streetlights are needed south of the Redlands access point, with SBC stating it was due to build outs, but Conlon stating it was due to the footpath.

11. Footpaths & Village Maintenance Committee

11.1.1 **Resolved:** The minutes of the Footpaths & Village Maintenance Committee held on 1st August 2022 were unanimously ratified.

WANBOROUGH PARISH COUNCIL

11.1.2 St Andrew's Church PCC asked Parish Council for approval to use the car park for the contractor's container, equipment and materials. After a discussion Parish Council agreed permission, provided the site is left in the same condition; it was also agreed that the church wall must be protected at all times.

11.1.3 High Street planters and bulb planting – Parish Clerk circulated a proposal for installation of planters on the High Street, confirming that the proposal has been compiled after an onsite meeting with residents who have expressed an interest. There are a considerable number of residents who are willing to be involved in the planting of bulbs and helping to maintain and water the planters. Clerk confirmed that there are surplus funds left from the Jubilee that can be used towards this.

Resolved: After a discussion Parish Council agreed to submit an application to SBC Highways for the installation of planters.

12 Hooper's Field Sports Facility

12.1 Agenda item moved forward to the start of the meeting.

12.2 A quote to clear out the guttering at Hooper's Field conservatory has been received from Wanborough Bowls Club.

Resolved: Parish Council unanimously agreed to approve the quote for £400 to clear the guttering.

13 Hooper's Field Project Committee

13.1 The minutes of the Hooper's Field Project Committee meeting held on Monday 15th August 2022 were unanimously ratified.

14 Operation London Bridge

Parish Clerk circulated correspondence received from Swindon Borough Council asking for details of Parish Council's arrangements for Operation London Bridge.

Parish Council agreed to ask St Andrew's Church PCC what arrangements they have in place and to co-ordinate with them. *Action: Parish Clerk*

15 Finance

15.1 Insurance renewal cost

Clerk confirmed that the insurance premium renewal is £1,563.06, which is a slight increase from last year due to additional assets being added to the policy. Clerk also confirmed that Parish Council are currently in the 2nd year of a 5 year contract with Zurich.

Resolved: Parish Council unanimously approved the insurance renewal cost of £1,563.06

15.2 To discuss and approve a budget to purchase laptop & printer for Assistant Clerk

Parish Clerk circulated a cost proposal for the purchase of a new laptop and printer for the Assistant Clerk.

Resolved: Parish Council unanimously approved a budget of £850

15.3 Payment Schedule for August 2022

Proposed: Donna Stalker **Seconded** Kathy Glanville

Resolved: Parish Council unanimously approved the payment schedule for August 2022 totalling as follows:

Parish Council	£5,539.12
Direct Debit	£6.00
Hooper's Field	£1,879.83

15.4 Cash Flow Statement August 2022

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

Meeting closed at 10.05pm

Next meeting 26th September 2022

WANBOROUGH PARISH COUNCIL

CLERK'S REPORT

22nd August 2022

1. Parish Councillor Co-option

- a. I have received confirmation from 3 residents that they are interested in putting themselves forward for co-option.

2. Hooper's Field

- a. Meeting to discuss park yoga has been delayed by a week to Monday 22nd August at 10am. They need to check the facility first to see if it's suitable before deciding when's best to run a trial session.
- b. Wanborough Tennis Club has asked if they can replace their current floodlights on courts 1 & 2 with LED lights. I have raised the query with SBC Planning Officer.
- c. Wanborough Tennis Club have asked if the wooden edging around the courts (external to their fencing) can be repaired as most are now broken.
- d. Large goal posts at Hooper's Field – I am having problems keeping these goal posts locked up, there seems to be a group of teenagers who like to break the combination code and as a result are using the goals when they shouldn't be. It would be fine if they looked after them and locked them back up after use but they don't and they have been seen using them inappropriately.

3. Footpaths & Village Maintenance

- a. Trees – I followed up on a previous request to SBC to inspect a number of trees in the Village – The large Ash at The Beanlands Open Space – SBC Tree Officer has confirmed that this tree has "Ash Die Back" – he is currently disputing who owns it as it's in the hedge line behind 3 Divinity Close, I have replied stating it's within The Beanlands open space and should therefore be SBC's responsibility – waiting for a reply.
The tree next to Boxhedge is dead and this will be removed over the next few weeks. Suggest replacing it with something similar but it will need to be located away from the current location due to the roots and fungus in the area.
- b. Resident at Warneage Green has reported a fallen tree – this has been forward to SBC
- c. Resident has reported concerns with parking at the end of The Beanlands – this has been forwarded to SBC Highways.

4. South Rural Safety Group

- a. First meeting is due to be held on Wednesday 21st September at 7pm at Gablecross Police Station.

5. Wanborough Show – 20th August 2022

Pre inspection of Church Meadow carried out on 15th August, all ok just a bit of litter picking needed around play equipment and benches. The show society are offering free parking to ensure traffic is moved off the road quicker so hopefully no problems on Church Road. Post inspection due to be carried out on 22nd August.

6. Stratton St Margaret Parish Council

E-mail received from Stratton St Margaret PC confirming the problems they are having with SBC, asking if we are experiencing similar problems and whether we would be willing to confirm this to them and agree on a joint letter of complaint to SBC.

7. Assistant Clerk

Contract has been signed and she is due to start on 1st September 2022.

8. Future Meetings

24th August 2022 – Parish and Town Clerk's Forum – 12.45 via Teams (new date – July meeting postponed)
10th September 2022 – Annual Allotment meeting and allotment competition presentation – at Allotment site 1pm
12th September 2022 – Planning, Finance & Policy Committee – Rescheduled to 17th October 2022
17th September 2022 – Footpaths & Village Maintenance Committee – Cancelled – to be rescheduled at a later date.
26th September 2022 – Full Council meeting – Village Hall at 7.30pm

WANBOROUGH PARISH COUNCIL

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	

WANBOROUGH PARISH COUNCIL

Payment Schedule

			VAT
August Salary Costs	Salary, Pension, Tax & NI	***	Included
St Andrew's Church	Lyden August	250.00	Yes
Mrs A J Raymond	Re-imburse Expenses - PC	39.45	Yes
Mr D Clay	WiFi - Village Hall	25.00	Yes
Allbuild	Waste Collection	300.00	Yes
Idverde	Grass Cutting Contract 5/8	1,048.17	
Graham Poynter	Handyman	***	Yes
Glasdon	Dog bin & 3 x replacement bins	1,566.49	Yes
ID Mobile	Mobile Phone	6.00	
Chentelle Smith	Cleaning (July)	86.00	Yes
Idverde	Grass cutting contract 5/8	1,073.83	Yes
Allbuild	Driveway	720.00	

*** Confidential under Data Protection Act