

WANBOROUGH PARISH COUNCIL

Minutes of the Full Parish Council meeting held on Monday 24th April 2023 at 7.30pm at Wanborough Village Hall

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

In attendance: Angela Raymond (Parish Clerk), Georgia Wheeler (Assistant Clerk)

Minute Ref:

FC/04/23/

1. Apologies: None
2. Declaration of interest Gary Sumner declared a personal interest in all New Eastern Villages planning applications.
3. Minutes:
Proposed: Joe Smith **Seconded:** Donna Stalker
Resolved: Minutes of the Full Council Meeting held on 27th March 2023 were unanimously approved.

THE MEETING WAS ADJOURNED FOR PUBLIC QUESTIONS.

A resident attended the meeting to raise her concerns in relation to the planning application at 23 Greenaway. She also wanted to understand on what grounds she would be allowed to object and asked for guidance on what she should include in her submission to Swindon Borough Council. Bob Biggs thanked the resident for her comments and confirmed that the application was on the agenda and that the Parish Council would be discussing later in the meeting.

Bob Biggs read out five questions submitted in advance of the meeting:-

- *Graffiti – Parish Council was asked to make sure that the new developments around the NEV and the Liden Brook bridge are not covered in graffiti. Bob Biggs confirmed that this will be dealt with as and when it occurs. Gary Sumner stated that planting is needed along any fence boundary to prevent graffiti.*
 - *Wanborough Road – Concern was raised that this work is not progressing very quickly and the road will not be open at the end of June 2023. Gary Sumner stated that work is still going to schedule and Wanborough Road is due to re-open in mid-July 2023.*
 - *High Street – Concern was raised in relation to flooding, with blocked drains as a result of their positioning by the build-outs now installed as part of the “Traffic Calming”. Clerk confirmed that she has reported this to SBC and SBC Highways have confirmed that they will be reviewing the design to see what can be done.*
 - *Daffodils on the High Street look great, but it was asked who would be maintaining the verges once they have died back. Bob Biggs confirmed that they will need a period of time to regenerate before they can be cut. Clerk confirmed that the Handyman will cut and clear in about 6 weeks’ time.*
 - *The condition of the football goal mouths at play park behind Village Hall was raised. Clerk confirmed that she has discussed this with the Chair of Wanborough JFC and once they have completed their final match the goal mouths can be repaired.*
4. Report from Ward Councillor.

Gary Sumner reported that SBC Highways have road-swept the High Street. He has spoken to Highways and the Wanborough Traffic Calming Scheme project officers about issues with the build-outs catching debris and blocking drains which will be a long term maintenance cost.

A resident had complained about losing a wing mirror on Callas Hill just past the Herb Nursery. SBC confirmed this is the landowner’s liability and there is an obligation not to infringe on the highway.

Gary Sumner has received a complaint from a resident about closure of the High Street for an event for the King’s Coronation and said that he was not aware of any closure.

Gary Sumner has contacted Streetworks in relation to the High Street water leak and this repair will be done under traffic lights rather than full closure so can be completed earlier.

Gary Sumner has requested additional signage so that Conlon and Vistry deliveries do not travel through the village. The Head of Highways is getting his work colleagues to look at suitable locations.

WANBOROUGH PARISH COUNCIL

Gary Sumner is waiting for SBC Highways to carry out an assessment of Kite Hill to see if more road repair patching can be carried out.

An additional give way sign at Commonhead roundabout has been installed. Traffic lights are being tested and should be operational soon.

5. Planning:

5.1 To consider Planning Applications received:

S/COND/23/0394 - Hooper's Field Sports Pavilion - Discharge of Condition 3 (External facing materials), 4 (Design and finish of entrance gates), 5 (Landscape scheme and planting schedule) and 7 (Construction management plan) from previous permission S/21/0531.

Resolved: Agreed to raise no additional comments as this application has been submitted by the Parish Council.

S/HOU/23/0376 -23 Greenaway - Erection of two storey front and rear and single storey side extensions.

Resolved: Parish Council discussed the application and raised the following concerns and objections:-

- The proposed plans include converting the garage into a living space. With the removal of garage space, the plans need to show how the owner will accommodate sufficient parking provision within the current driveway space.
- There is a considerable slope up from the rear of the dwelling, this means a large amount of soil will need to be removed in order to construct the rear extension. There are no detailed plans to show the technical specification of the retaining wall and how this will be constructed to ensure there is no impact on the neighbouring properties or for the road on Kite Hill.
- There are no details included within the planning application to confirm how the soil from the rear garden will be removed, as access to the rear is very restricted. Vehicles parked on Kite Hill will cause considerable problems.
- The rear extension is very large in design and not in keeping with the neighbouring properties.

5.2 To consider revised Planning Applications received:

S/RES/22/1736 - Lotmead Site Eastern Villages Swindon Swindon - Reserved matters application (following outline planning permission S/OUT/19/0582) for the layout, scale, appearance, access [other than access from Wanborough Road, as already approved by the outline permission] and landscaping for 214 No. dwellings (Phase 1)

S/RES/21/0867 - Redlands (Phase 2) Eastern Villages Swindon - Erection of 100no. dwellings and associated works - Reserved Matters from previous outline permission S/OUT/16/0021.

5.3 Other Planning

5.3.1 Redlands Primary School – Notes from the meeting held with representative from the Department of Education and applicant's architect on 30th March 2023 were circulated to all Councillors, along with copies of the designs. Clerk confirmed that there is a revised application that has just been notified, but there are no changes to the design to take into consideration anything the Parish Council has raised.

Resolved: Parish Council agreed to re-submit their objection to the proposed design and to re-iterate that they request the application is considered by the Planning Committee if SBC are minded to grant permission.

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

Clerk's report was circulated to all Councillors and is in the appendix to the minutes.

7. Parish Council website

7.1 Richard Bellamy and John Warr gave a 15 minute presentation on website providers. Richard Bellamy and John Warr highlighted their view as to the benefits of not changing to a gov.uk website domain name. Clerk confirmed that majority of Parish Councils across Swindon use gov.uk and this provides credibility for a public body. Richard Bellamy disagreed stating that 85% of councils in Wiltshire do not use a gov.uk domain name.

John Warr stated that the value of the current website domain name far outweighs any benefit of changing to a new website domain name.

WANBOROUGH PARISH COUNCIL

Richard Bellamy highlighted his view as to the benefits of using a different company to supply new e-mail addresses for the Parish Council, meaning that the Parish Council would not be tied to the same company if it was decided to change the website provider in the future.

At the end of the presentation Georgia Wheeler (Assistant Clerk) raised a number of concerns, stressing her disappointment that, despite the website review being included on a number of agendas going back several months, this had been repeatedly deferred and total disregard for the work she has produced.

Richard Bellamy put forward the following motion: To approve a contract with 2Commune to provide a new website for the Parish Council and to use a different supplier for Parish Council e-mail addresses.

Resolved: Parish Council unanimously approved the motion.

8. Highways

8.1 An update had been received from Conlon regarding Wanborough Road and circulated to all Councillors. It was agreed that this should be a matter for the Road Closures Working Party to look at in more detail but it was felt that the final paragraph with regard to “still waiting for outstanding designs to be approved” does not sound very promising with regard to timescale.

9. Road Closure Working Party Update

Dave Hayward confirmed that the Working Party organised the initial public meeting with residents, but since then the residents have formed their own group called Wanborough Roads Action Group (WRAG). They are working on a questionnaire and petition that is going out to all residents. Gary Sumner raised a question in relation to GDPR and the cross-over as to whether this new group are part of Wanborough Parish Council or a separate entity. It was confirmed that WRAG are a separate group and not part of Wanborough Parish Council. Bob Biggs asked if a representative from WRAG would like to attend the Annual Assembly on 15th May 2023 and provide a presentation? Dave Hayward confirmed that he would ask.

10. Hooper’s Field Committee

10.1 **Resolved:** The minutes of the Hooper’s Field Committee meeting held on Monday 17th April 2023 were unanimously ratified.

11. Swindon Local Council’s Forum

11.1 Meeting held on 23rd March 2023. Bob Biggs confirmed that he attended the meeting and the main concern raised at the meeting was that it was felt that Parish Councils had not been properly consulted on SBC’s “Call for sites” as part of the Local Plan 2036 review. This has been rectified and he understands there has been an extension of the deadline.

12. King’s Coronation

12.1 Clerk circulated details in relation to the village event to mark the King’s Coronation. Clerk also confirmed that the total cost would be covered by the portion of the grant received for the Queen’s Platinum Jubilee that has not been spent. Discussion took place in relation to the road closure; Clerk confirmed that she had submitted the application and SBC had approved the closure, which is from 1pm until 7pm on the High Street from The Harrow to The Plough. The event will include children’s entertainment from 2pm to 4pm and a band from 4pm to 6.30pm, with refreshments available from the pubs or residents can bring their own picnic.

13. Finance

13.1 A request has been received from Wanborough Cricket Club for a grant towards their new sight screen. Clerk provided a copy of the invoice which had been submitted by the Cricket Club.

Resolved: Parish Council unanimously agreed to give a grant of £500 towards the sight screen which equates to 50% of the net cost.

13.2 Financial Accounts for the year ended 31st March 2023:

- Income & Expenditure for the year ended 31st March 2023,
- Balance Sheet as at 31st March 2023.

WANBOROUGH PARISH COUNCIL

Resolved: Parish Council unanimously approved the financial statement to 31st March 2023, these were duly signed by Bob Biggs (Chair).

13.3 To approve the Bank Reconciliation for the year ended 31st March 2023

Resolved: Parish Council unanimously approved the Bank Reconciliation for the year ended 31st March 2023.

13.4 To approve the Fixed Asset register for the year ended 31st March 2023.

Resolved: Parish Council unanimously approved the fixed asset register for the year ended 31st March 2023.

13.5 Payment Schedule for April 2023

Proposed: Donna Stalker **Seconded** Joe Smith

Resolved: Parish Council unanimously approved the payment schedule for April 2023 totalling as follows:

Parish Council	£6,884.64
Direct Debit	£20.00
Hooper's Field	£1,773.33

Meeting closed at 9.50pm

Next meeting 22nd May 2023

WANBOROUGH PARISH COUNCIL

CLERK'S REPORT

24th April 2023

1. Planning

Notification of a revised application received:-

S/RES/23/0026 - Land At Redlands Eastern Villages - Reserved matters application following outline planning permission (S/OUT/16/0021) relating to the appearance, landscaping, layout and scale of the proposed primary school.

There doesn't appear to be anything changed to take into consideration the objections raised for the previous application.

2. Hooper's Field Sports Facility

- a. There has been a delay in the grass cutting commencing at Hooper's Field sports field due to the wet conditions. Access to the field is also very difficult. Contractor has confirmed that all areas should be cut on 20th April and weekly after that.
- b. There has been a case won by Chelmsford Council against HMRC in relation to making charges for sports clubs outside of VAT. HMRC have now confirmed that they will not be appealing and sports fees are exempt from VAT. This means from the 1st April we will not have to add VAT to clubs licence fees thus reducing their charge by 20%. All clubs have been notified and their Licence agreements adjusted to take this into consideration.
- c. In addition I have also calculated and submitted an adjustment to reclaim the last 4 years VAT charge made to the clubs. The maximum time you can go back is 4 years. Will have to wait to see if HMRC approve the refund.

3. Village Maintenance

- a. Village clean up took place on Friday 14th April at Foxhill (3 volunteers) and Sunday 16th April at Calley Arms (9 volunteers). Once again a huge amount of rubbish collected from the highway verges which was all moved to Hooper's Field and then collected by Allbuild on the Monday.

4. High Street

- a. After the recent heavy rain, a resident has sent photos of all the debris that has accumulated around the buildouts. There are a couple of drains located near the buildouts that continually get blocked whenever there is heavy rain, one by the Village Hall and the other up near Somerset Farm. Parish Council raised this with Karen Evans (SBC Highways Officer) back in August 2022 who stated that they would review the design, but then nothing further. Since receiving further photos of the flooding on the High Street and then all the debris covering the drains I have sent this to SBC Highways again copying in the Head of Highways, however still no reply.

5. Defib – Village Hall

- a. Light inside cabinet stopped working, this has now been repaired by CTS Electricians.

6. Annual Parish Assembly – Monday 15th May 2023

- a. I have sent an e-mail to all Chairs of committees to send their annual report to me by Tuesday 2nd May at the latest, earlier the better. This is so that a PowerPoint presentation can be compiled.

7. Finance

- a. Internal Audit has been booked for the w/c 6th May 2023 for the financial year 2022/23

8. Future Meetings

- a. Annual Parish Assembly – Monday 15th May 2023 at 7.30pm at Wanborough Village Hall
- b. Full Council meeting – Monday 22nd May 2023 at 7.30pm at Wanborough Village Hall

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	
August 2022	High Street	All	Debris that accumulates around the build outs every time there is heavy rain. Two drains located next to the buildouts get blocked. Reported to SBC Highways. Karen Evans (SBC Officer) stated that she would look at the design but nothing further. Chase up e-mail sent April 2023 with photos showing the flood water on High Street due to blocked drains.	
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 Councillor	Parish Council have made a request to Ward Councillor who has confirmed this has been submitted to SBC Highways for assessment.	

WANBOROUGH PARISH COUNCIL

January 23	Kite Hill – Drain leak	Ward Councillor	Parish Council requested a copy of the report confirming the reason for the leak from the drain on Kite Hill	
January 23	Pack Hill Hedge – on the left as you go down Pack Hill	Ward Councillor	Parish Council requested that the hedge be cut back while the road is closed. The hedge is encroaching onto the road and ideal time to cut this hedge will be while the road is closed.	
January 23	Croft Yard – S106	Ward Councillor	Parish Council asked Ward Councillor to confirm that SBC will transfer the S106 funds allocated for Allotments and Play Area to Wanborough PC	

Bacs Payment Schedule April 2023

Payment to	Reason	Amount	VAT Included
April's Salary Costs	Salary, Pension, Tax & NI	3,003.34	
St Andrew's Church	Lyden April	210.00	
Mrs A J Raymond	Re-imburse Expenses - PC	246.21	Yes
Mr D Clay	WiFi - Village Hall	25.00	Yes
Allbuild	Waste Collection	300.00	Yes
Allbuild	The Beanlands Bin & Installation	695.05	Yes
Graham Poynter	Handyman	375.84	
Mark Woodman	IMAP email charge	44.24	Yes
CTS Electrical Ltd	Village Hall Defib cabinet	180.00	Yes
Community Heartbeat	New light fitting	19.20	Yes
Swindon Local Councils Forum	Subs	20.00	
Idverde	Grass cutting contract 1 of 8	1,048.18	Yes
Castle Water	Allotment Water	117.58	Yes
Wanborough JFC	Grant 2nd Install	600.00	
ID Mobile	Mobile Phone Clerk	6.00	Yes
O2 Mobile	Mobile Phone Asst Clerk	14.00	Yes
Affleck Electrical	Electrical work to main pavilion	322.19	Yes
Idverde	Grass cutting contract 1 of 8	1,073.33	Yes
Castle Water	Water	377.81	

WANBOROUGH PARISH COUNCIL