

WANBOROUGH PARISH COUNCIL

Minutes of the Full Council meeting held on Monday 26th September 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), Georgia Wheeler (Assistant Clerk) and 10 members of public

Minutes Ref

FC/09/22/

1. Apologies: Apologies were received from Joe Smith and John Emmins and approved at the meeting.
2. Declaration of interest. Gary Sumner declared a general interest in anything discussed on the New Eastern Villages.
3. Minutes:
John Warr asked for an amendment to be made to the minutes; this amendment was not accepted at the meeting.
Proposed Donna Stalker **Seconded** Kathy Glanville
8 Councillors voted to approve the minutes, 1 Councillor voted against.
Resolved: Parish Council approved the minutes of the Full Council meeting held on 22nd August 2022.

THE MEETING WAS ADJOURNED FOR PUBLIC QUESTIONS

A resident asked if the two Parish Councillors who requested an election for the one vacancy that will cost the Parish in the region of £3k could explain why they had done this, when the vacancy could be filled by a co-option that would be at no cost the village.

Bob Biggs confirmed that an election can be called by 10 electors and once this has been done there is nothing the Parish Council can do, it has to be accepted and procedures followed.

A resident asked how it was democratic that only 10 people, out of a population of around 2,000 in the village, can call an election and result in this additional expense. A resident stated that this is a waste of money that could be spent on other things around the village such as allotment safety fencing, new fence for the play area, etc.

Bob Biggs confirmed that these are the procedures and the Parish Council has to follow these procedures. 10 electors have requested an election and the process has to be followed. Bob Biggs confirmed that the last election was in May 2021 when all Councillors were voted onto the Council.

A resident asked if Wanborough Road is due to be discussed at the meeting and Bob Biggs confirmed that it was on the agenda.

A resident queried how a Councillor who is also the Borough Councillor, and the cabinet member in charge of the NEV and SCR does not leaving the room when these items on the agenda are discussed.

Parish Clerk confirmed that it is the responsibility of the Parish Councillor to declare their own interests; the Chair and Clerk can offer advice if they ask, but nothing else. A resident questioned this process stating that there is a clear conflict of interest. Parish Clerk confirmed that if a resident feels a Councillor should have declared an interest and hasn't then there is a complaint's procedure that they need to follow to report this.

A resident spoke in relation to Wanborough Road closure. He confirmed that he was speaking on behalf of the village and confirmed that all are fed up with the Wanborough Road closure; it has now been around 4½ months, which is completely unacceptable and already several months longer than originally planned. He said that when you look at what has been done there appears to be very little progress on the planned work, other than the new junction into the Redlands site. He stated that the additional closure now being proposed from mid-January 2023 for another 5 months is completely unacceptable. Once the road re-opens in early November 2022, SBC should not approve any further closures. He stated that Parish Council should be lobbying SBC to make sure the road is not re-closed again after it opens in November 2022.

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Bob Biggs confirmed that the Parish Council has been trying to arrange a meeting with SBC to discuss this along with other matters, but to date that this had not been successful.

The resident asked if Parish Council can write to SBC to make it clear that the village will not support any further closures on Wanborough Road. A suggestion was put forward that all residents should also write to SBC Highways to show how many are not in support of further closures.

Richard Bellamy stated that if a Parish Councillor declares an interest then, just declaring a "general interest" isn't very meaningful, the Councillor needs to be more precise and transparent confirming what that "general interest" includes. In relation to the Wanborough Road closure, this has to follow a statutory process for the road to be closed which is what the Parish Council should be able to question and get involved in that decision.

Gary Sumner stated with regards to Wanborough Road, he is not the Cabinet member for Highways and therefore not responsible for the maintenance of roads around Swindon. He is however the Cabinet member for Strategic planning and strategic roads including the Southern Connector Road. Gary Sumner confirmed that Conlon have the legal right to work on the road, also the legal right to close the road to carry out their work as part of the planning consent. The reason why they cannot carry out this work under traffic lights, rather than full closure, is because drainage needs to be installed down the middle of the road. He confirmed that he has spoken to Conlon and agreed that the road can be re-opened in November and December 2022 to help the local businesses during their busy season. Conlon has currently installed 400m of new drainage and gullies and need to continue to finish this work in January 2023 to complete the final 650m. SBC Highways Streetworks will have to review their work schedule and the road has to be closed while the developer carries out their work due to safety reasons.

Bob Biggs thanked everyone for attending the meeting and putting forward their comments in relation to Wanborough Road. He confirmed that this was on the agenda for later in the meeting and Parish Council would take everyone's comments into consideration.

A resident stated that it is very interesting to see that the Ward Councillor is suddenly interested in the well being of the local pubs as a result of Wanborough Road closure, even though he had not been interested the businesses that have been affected by the Southern Connector Road (SCR) in The Marsh and the bottom of Pack Hill. Bob Biggs confirmed that the Parish Council are due to set up a Working Party to look at the impact on the local area as a result of the road closures which will include all businesses.

Report from Ward Councillor

Gary Sumner circulated his report to all Councillors.

Bob Biggs confirmed that Parish Council had not been informed about the extension of Wanborough Road closure or that it would be re-opened and then re-closed for a further five months, asking Gary Sumner why Parish Council had not been communicated to.

Gary Sumner stated that he should be informed of correspondence from Parish Council to SBC Officers. Bob Biggs was not aware what he was referring to and Gary Sumner did not provide any information at the meeting but stated he would forward it on.

Clerk confirmed that this did not answer the question as to why SBC are not notifying the Parish Council about the Wanborough Road closure. Gary Sumner stated that it should be Conlon, the contractor, who should be liaising with Parish Council, it's not SBC's responsibility. Bob Biggs confirmed that Parish Council have tried to contact Conlon only to be told that SBC and the Ward Councillor had told them that all communications must go via the Ward Councillor or SBC. Gary Sumner stated that he would contact Conlon to state that they communicate with Parish Council.

The Ward Councillor's report included:-

- Pack Hill traffic lights will be in place until the road is linked into the new SCR;
- 20 mph zones and the dates on which the surveys will take place;
- An update on Wanborough Road and how many gullies are still to be installed;

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- Fibre – A few areas still need to be connected, such as Hewer’s Close, which need a road closure and is on hold due to Wanborough Road closure.
- Wanborough Traffic Calming scheme – outstanding work to replace the hedge next to the construction compound.

Kathy Glanville asked how far up Pack Hill would the road resurfacing work take place. Gary Sumner stated that he is not sure, confirming that he is aware of the deterioration of Pack Hill.

Dave Hayward asked what the speed survey along The Marsh is for. Gary Sumner stated that he is not sure what it is for, but it’s not anything to do with the 20mph survey.

John Warr asked a question in relation to the 20mph surveys and whether the lower traffic numbers due to road closures will have any effect on the results. Gary Sumner confirmed that the survey is not taking into account the traffic numbers, it’s the speed they are interested in.

Bob Biggs agreed to move the Tennis Club item forward on the agenda.

10. Hooper’s Field Sports Facility

10.1 To discuss request from Wanborough Tennis Club for funding for the replacement of floodlights to LED on courts 1 & 2 and funding for new floodlights on courts 3 & 4.

Bob Biggs confirmed that the Tennis Club have asked for funding support towards the replacement of their floodlights on courts 1 & 2 as they are now getting old and need updating.

Colin Offer asked the Parish Clerk about what funds the Hooper’s Field have in reserves at the current time; details provided at the meeting.

A discussion took place in relation to the S106 money currently held by Parish Council from Taylor Wimpey for which the agreement states has to be spent on a MUGA (Multi User Games Area).

Gary Sumner stated that S106 agreements set out and confirm what contributions should be used for. He used the example of the S106 contribution for a provision for a new allotment site on land the Parish Council doesn’t own and how this could be re-directed to the allotment site the Parish Council does own. Clerk confirmed that SBC have not transferred this S106 money to Parish Council due to the fact that the Parish Council does not own the land.

Gary Sumner stated that the Parish Council can take a risk that the developer is very unlikely to request for the S106 money to be returned. Gary Sumner stated that if the Parish Council has the appetite for that type of risk, the reality is that S106 contributions might come in for community centre X to be built but the money is actually used to build community centre Y, then the Council are still spending the money on a community centre, but just a different one to that approved in the S106 agreement.

Clerk confirmed that SBC have stated that they will carry out an audit of the S106 contributions and what the Parish Council spend it on and if not used in accordance with the agreement they will request for it to be returned. Gary Sumner stated that the money would not be returned to SBC.

Gary Sumner suggested that the S106 money allocated for a MUGA at Hooper’s Field could be used for something else at Hooper’s Field.

Colin Offer felt that using this S106 money for the tennis courts would be an option as the Parish Council could state that the tennis courts are used as a multi user area.

Dave Hayward stated that this is a complete change in what the Parish Council has previously been told and SBC’s view on this. The Parish Council will have missed out on S106 money on previous occasions; the allotment money is only one example. Gary Sumner stated that SBC are not going to give legal advice and confirmed that the Parish Council could use the S106 money on something else; Parish Council need to take a risk.

Colin Offer therefore put forward a motion to use the S106 money for the MUGA towards the tennis court floodlights.

Parish Council agreed that at the current time only phase 1 of the project of the project should be considered, as phase 2 (new floodlights on courts 3&4) is part of the Hooper’s Field project.

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Donna Stalker asked if the Parish Council are going to gain advice on the use of the S106 money. Richard Bellamy stated that he doesn't like the wording of "explore" S106 options, he felt that Parish Council needs to gain legal advice on this.

Resolved: Parish Council agreed that the S106 funding for the MUGA at Hooper's Field can be considered for the Tennis Court floodlights phase 1 (replacement of lights on courts 1&2 to LED), subject to gaining legal advice.

10.2 Update on the recent break in

Bob Biggs confirmed that there was a break in over the weekend of 23rd to 25th September 2022 at Hooper's Field.

The conservatory doors were broken into, nothing of value taken, but they did smash a display cabinet, break into the fridge where drinks were stored, let off the fire extinguishers and messed about with footballs. Clerk confirmed that the Handyman had done a great job of clearing up the mess, the Police arranged for a company, Rapid Secure, to carry out a quick fix so that the conservatory doors could be closed. The Police report recommends the Council gets their CCTV looked at.

Resolved: Parish Council to ask the Hooper's Field committee to look into CCTV options.

John Warr asked for the agenda item on Wanborough Road to be moved forward, Bob Biggs agreed.

6. Highways

6.1 Update on Wanborough Road works

Bob Biggs reconfirmed that Parish Council have on several occasions tried to organise a meeting to discuss Wanborough Road. Clerk also confirmed that Parish Council have asked for SBC Highways Officers to attend a meeting to discuss the road closure and proposed street lights on Wanborough Road. Gary Sumner explained why a public meeting cannot be carried out.

John Warr confirmed that there is a complete lack of transparency in relation to Wanborough Road plans and lack of public consultations. Parish Council have requested four options to mitigate some of the works planned on Wanborough Road and all have been rejected.

Gary Sumner stated that to have a consultation on something that relates to road safety is not possible, a scheme cannot just be changed because someone has asked for it. The road safety audit states that streetlights are needed and therefore for safety reasons there need to be streetlights. Gary Sumer confirmed that some mitigation measurements have been approved such as dimming of lights after a certain time and baffles on the lights.

Dave Hayward stated that Parish Council are struggling to get anywhere with this issue. Parish Council have been working extremely hard over the past years, attending meetings, submitting comments to SBC, however this constant blaming of the developer for everything, rather than SBC taking any of the responsibility is not getting anywhere. He confirmed that his understanding is that that the Wanborough Road plans are part of a S278 agreement, an agreement between two parties, therefore SBC must have given permission based on what the developer submitted as part of the S278 process.

Bob Biggs stated that he needed to bring this item to a close and agreed that Parish Council would continue to organise a meeting, but this meeting could not include residents due to the reasons stated by Gary Sumner.

Action: Parish Council to continue to try and arrange a meeting with developers Bellway, Vistry, Conlon and SBC Officers.

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5. Planning:

5.1 To consider Planning Applications received:

S/HOU/22/1242 - Rowenburgh High Street - Erection of a two storey/single storey rear extension, single storey front extension and vehicle access.

Resolved: After a discussion Parish Council agreed to object to the proposed application for the following reasons:-

- Removal of a large section of green highway verge is not in keeping with the Lower Wanborough Conservation Area;
- There is insufficient space in front of the property to park two cars, with no turning space so cars will have to reverse out onto the road.

S/COND/22/1351 - Redlands Eastern Villages - Discharge of condition 7 (Drainage Maintenance) following reserved matters application S/RES/21/0584 for the provision of areas of open space and principal landscaping - Reserved Matters from previous outline permission S/OUT/16/0021.

Resolved: Parish Council raised no objection.

S/PHOU/22/1341 - 3 The Beanlands Wanborough - Prior Approval Notification for the erection of a single storey rear extension measuring 1.92m (from original rear wall), 3.76m (maximum height) and 2.71m (height to eaves).

Resolved: Parish Council raised no objection.

S/PAOTH/22/1257 - Brockfield Farm And Upper Wanborough Farm Ham Road - Prior Approval application for the formation of a private road for agricultural use.

Resolved: Parish Council raised no objection

5.2 Notification of Planning Consent received:-

S/22/1136 - St Andrews Church, Church Road - Renewal of nave roof, raising of roof level, re-forming of nave parapet gutters with new lead sheeting and timber support structure.

S/COND/22/1198 - Redlands Farm - Partial discharge of Condition 9 from previous permission S/RES/21/0498 for the erection of 79no. dwellings an associated works - reserved matters from previous outline permission S/OUT/16/0021.

S/LBC/22/0847 & 0846 – The Cottage, Horpit - Demolition of existing extensions, internal alterations and erection of single storey both side, front and rear extensions, porch to front and 1 no. dormer window to front and rear.

6. Hooper's Field

Agenda item moved to earlier in the meeting

7. 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.

7.1 Notes from the Clerk's Forum meeting held on Wednesday 24th August 2022 was circulated. Dave Hayward asked a question in relation to the mapping; Clerk confirmed that one of the larger Parish Councils made a request to SBC to have access to their internal mapping system. The Clerk confirmed that the Parish Council uses Parish Online which provides everything that is needed at the current time.

8. Notification of a request for an Election

Clerk confirmed that 10 electors have requested an election for the one Parish Councillor vacancy; if there is more than one candidate then the election will take place on Wednesday 2nd November 2022. The cost of the election will be approximately £3,000.

8.1 SBC have asked Parish Council if Poll Cards are wanted; the cost for these is £879.10.

Resolved: Parish Council unanimously agreed the cost of £879.10 for Poll Cards to be sent to all electors.

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9. Working Party Terms of Reference

9.1 **Resolved:** Parish Council unanimously agreed to set up a new Working Party to look at what can be done to support local businesses while Wanborough Road is closed.

Action: John Warr to set up the first meeting and agree new “Terms of Reference” for that meeting ready for approval at the next Full Council meeting.

10. Highways

Agenda item moved to earlier in the meeting

11. Foxhill Defibrillator

11.1 The cost to purchase a low voltage cabinet for the defibrillator at Foxhill telephone box is £520. Clerk explained that the cabinet that had been donated wasn't low voltage so is not suitable for a telephone box, but can be used somewhere else instead.

Resolved: Parish Council unanimously approved the cost of £520 for a new defibrillator cabinet.

12. Finance

12.1 Payment Schedule for September 2022

Proposed: Donna Stalker **Seconded** Kathy Glanville

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

Parish Council	£13,261.88
Direct Debit	£6.00
Hooper's Field	£2,529.91

12.2 Cash Flow Statement September 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 24th October 2022

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CLERK'S REPORT

26th September 2022

1. Hooper's Field

- a. Park Yoga took place on Saturday 3rd September at 9.30am for 1 hour – 35 residents attended, very positive feedback and was very successful. Park Yoga doesn't take place over the winter months, but will restart in May 2023.
- b. David Clay (CCE) has confirmed that broadband can be installed at Hooper's Field at a cost of £25 a month with no installation fee. As this is needed so that Clerk & Assistant Clerk can meet at work at Hooper's a request for installation has been made. The latest update from David Clay is that he is waiting for new equipment to be delivered and there is a delay on this.

2. Footpaths & Village Maintenance

- a. Final community village walk took place on Saturday 3rd September 2022.
- b. Village Clean up Friday 23rd Sept at Foxhill at 10am and Sat 24th Sept meeting at Calley Arms and Hooper's Field at 10am.
- c. The bulbs for the High Street have been ordered, an application for installing planters has been submitted to SBC Highways. The Old Boilers have stated that they are willing to contribute towards the cost of the planters, it has also been suggested applying to Wanborough Community Fund.
- d. Handyman has been booked onto WALC's Play Area inspection training session.
- e. Kings Lane – A considerable number of residents have been in contact confirming they are willing to complete an evidence form to confirm they have walked the section of path from Kite Hill upto footpath WA9.
- f. Suggest either 7th or 14th November for the next Footpaths & Village Maintenance Committee meeting. Can those on this committee confirm preference.

3. Insurance renewal

- a. Questions raised at the last meeting asking what Parish Council paid last year for insurance, I confirm the charge for 21/22 was £1,494.78. The charge for 22/23 is £1,563.06, the increase is due to new assets being added to the insurance policy.

4. Future Meetings

- 28th September 2022 – Lyden Committee meeting – 7pm – Annual review of WPC's monthly charge - Dave Hayward
- 29th September 2022 – Swindon Local Council Forum – 7pm – Haydon Wick Offices – Bob Biggs
- 10th October 2022 – Hooper's Field Committee – Hooper's Field at 7.30pm
- 17th October 2022 – Planning, Finance and Policy – Would it be better to hold this meeting at Village Hall so we can use the screen?
- 24th October 2022 – Full Council meeting – Village Hall at 7.30pm

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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	

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Sept 2022

Payment to	Reason	Amount	VAT Included
September Salary Costs	Salary, Pension, Tax & NI	***	
St Andrew's Church	Lyden Sept	250.00	Yes
Mrs A J Raymond	Re-imburse Expenses - PC	2,189.34	Yes
Mr D Clay	WiFi - Village Hall	25.00	Yes
Allbuild	Waste Collection	300.00	Yes
Idverde Graham Poynter	Grass Cutting Contract 6/8 Handyman	1,048.17 ***	
Beth's Potting	Bulb order	1,077.00	
Swindon Borough Council	Allotment Rent	142.38	
Zurich	Insurance	1,563.06	Yes
PFK Accountants	External Audit Fee	480.00	
St Andrew's Church	Grant - Churchyard	950.00	Yes
ID Mobile	Mobile Phone	6.00	
Chentelle Smith	Cleaning (August)	66.00	
Chantelle Smith	Cleaning (Sept)	66.00	Yes
Idverde	Grass cutting contract 6/8	1,073.83	
Dee Harris Classes	Park Yoga	70.00	Yes
Southern Electric	Electric	910.88	Yes
Chubb Fire	Fire alarm service	160.96	Yes
British Gas	Gas	182.24	

*** confidential under Data Protection.