

WANBOROUGH PARISH COUNCIL

Minutes of the Full Council meeting held on Monday 27th February 2023 at 7.30pm at Wanborough Village Hall

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

In attendance: Angela Raymond (Parish Clerk) and 3 members of public

Minutes Ref

FC/02/23/

1. Apologies: Apologies received from Colin Offer and approved at the meeting
2. Declaration of interest. Gary Sumner declared a personal interest in the New Eastern Villages planning applications.
3. Minutes:
Proposed Kathy Glanville **Seconded** Donna Stalker
Resolved: Parish Council approved the minutes of the Full Council meeting held on 23rd January 2023.

THE MEETING WAS ADJOURNED FOR PUBLIC QUESTIONS

A resident stated that it would be better if everyone had their names in front of them so that those attending the meeting would know each councillor's name. She also felt that it would be better if Councillors did not turn their backs to residents whilst they are speaking. She also stated that as one of the Councillors had turned up late he had missed the "declaration of interest" agenda item. Bob Biggs confirmed that her points were noted. Bob Biggs read out a question submitted prior to the meeting in relation to the road surface on Pack Hill where there was damage to the verge on the corner with Church Road and the need for substantial remedial work to the road's sub base, not just a quick resurface. Gary Sumner confirmed that he had a meeting arranged with SBC's Head of Highways to look at the roads around the village, but felt that Kite Hill road surface is in a worse condition than Pack Hill.

A questions was raised asking why there is hump on the approach to the new Pack Hill roundabout from Commonhead. Gary Sumner confirmed that this is due to an Openreach "asset" under the road that needs to be removed.

A resident raised a concern in relation to the lack of signage on Pack Hill: there are two exits off the road to the residential houses at the bottom of Pack Hill before the new roundabout, but people do not realise this and additional signage is needed. There is also a considerable amount of rubble and half completed work that makes the entrance to her property unsafe. She also gave examples of problems with low water pressure and her address being used as a delivery address. Bob Biggs asked Gary Sumner to follow up on these matters with SBC as they are clearly not acceptable. ACTION Gary Sumner

4. Report from Ward Councillor
Bob Biggs asked Gary Sumner if his report could be sent to Parish Council by the Friday before each meeting so that Councillors would have time to read them prior to the meeting.
John Emmins asked a question in relation to Wanborough Road resurfacing. He stated that it was confirmed at the meeting with Conlon that sections of the road will not be resurfaced as part of the works and questioned whether there was an obligation on the contractor to resurface the road, otherwise it would result in additional cost to the Borough Council when it does need to be resurfaced. Gary Sumner confirmed that they have no obligation to resurface the road but he will ask SBC to see if this can be reconsidered. Gary Sumner stated that the area around the SCR will have to be reviewed to see if the sub base is suitable or not.
Omar Mirza raised a question in relation to the number of new houses needed. Gary Sumner stated that at the moment current targets have not changed and are currently 1300 each year. However he is aware there is due to be an update on this in the next few days. SBC is currently consulting and "calling for sites" as part of the Local Plan review.
Bob Biggs asked why there is a new access onto the land on the east side of Pack Hill after Commonhead. Gary Sumner confirmed that this is a farm access that has to be maintained; it is not for any of other purpose.

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5. Planning:

5.1 To consider Planning Applications received:

S/HOU/23/0086 - Tocado Ham Road - Erection of a single storey annex.

Resolved: Parish Council unanimously agreed to raise no objection.

S/RES/23/0128 – NEV Redlands Site - Reserved Matters Application (following outline planning permission S/OUT/16/0021) for the Village Square, Convenience Retail Unit, 8 Apartments, Associated Servicing, Parking and Landscaping.

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

Resolved: Parish Council unanimously agreed to raise a strong objection to the proposed design of the primary school. The proposed design is not in keeping with the rural setting; it will be a large dominant building visually seen from the North Wessex Downs AONB and Wanborough village. Parish Council agreed to request that the application is considered at SBC Planning Committee if SBC are minded to “grant” permission.

S/COND/23/0136 – NEV Redlands Site - Discharge of Condition 3 (Pumping Station) from Reserved Matters Application S/RES/21/0584

Resolved: Parish Council agreed to raise no comments.

S/COND/23/0099 – NEV Lotmead Site - Discharge of condition 18 (Access onto Wanborough Road Phase 1)

S/COND/23/0101 – NEV Lotmead Site - Discharge of Condition 19 (Access Junction - Wanborough Road)

S/COND/23/0100 – NEV Lotmead Site - Discharge of Condition 10 (Character Area and Design Code)

S/COND/23/0098 – NEV Lotmead Site - Discharge of Condition 61 (Street Lighting and Street Furniture)

Parish Council discussed the proposed change in design of the new access road from the Lotmead phase 1 site to Wanborough Road. The proposed entrance is narrower than previously approved and the applicant has confirmed that the access will no longer be used by buses.

Resolved: Parish Council agreed to raise no comments on the Lotmead discharge of conditions applications.

S/23/0179 - Land Adjacent To 2 Burycroft - Erection of 2no. dwellings.

A discussion took place with regard to the status of the land and whether it is greenfield or brownfield as there was a house on the site albeit a long time ago. John Warr confirmed the site was covered in trees that have now been removed, the site is outside the settlement boundary for Wanborough and within the area of non-coalescence. Gary Sumner stated that this is a small scale development of two dwellings on a site close to Burycroft; they have been designed well, with parking in front of the properties, and he did not feel that they would have a detrimental impact on the area. He also confirmed that this application is likely to gain permission at appeal.

Parish Council discussed the application and a motion was put forward to raise no objection, but also highlight that Wanborough Parish Council’s Neighbourhood Plan has never been through any consultation or adopted, so the references made in the application are not relevant.

Resolved: Parish Council voted 2 against, 1 abstained and 7 in favour of raising no objection to the proposed planning application.

5.2 Other Planning

5.2.1 Croft Yard development. A meeting was held with the developer on 17th February 2023. Dave Hayward confirmed that the hard standing area and access road into the site are complete. They have coned off areas on the road to prevent the entrance becoming blocked. However since the meeting it appears the developer has pulled out of the site temporarily and clarification is awaited as to what has happened.

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

The Clerk’s report was circulated to all Councillors and in the appendix to the minutes.

It was agreed that John Emmins would contact the Bowls Club to confirm their new mower cannot be stored in the Pavilion storeroom and needs to be stored in the summer house. *ACTION John Emmins*

7. Hooper’s Field Project Committee Meeting

7.1 **Resolved:** The minutes of the Hooper’s Field Project Committee held on Monday 13th February 2023 were unanimously ratified.

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8. Footpaths & Village Maintenance Committee Meeting

8.1 **Resolved:** The minutes of the Footpaths & Village Maintenance Committee held on Monday 20th February 2023 were unanimously ratified.

9. Installation of gas pipe along southern boundary of Lower Recreation Field

9.1 Notes from the onsite meeting held on 25th January 2023 were circulated to all Councillors. Dave Hayward asked if the Archeologist or Arboricultural Officer have looked at the site. Clerk confirmed that they had not as far as she was aware.

9.2 Wales and West Utilities have offered £1k easement plus £500 for permission to lay the gas pipe. Parish Council discussed the offer and agreed to ask for clarification as to whether SBC would receive the easement of £1k as freehold owners of the land. *ACTION Clerk to gain clarification and to ask SBC whether they would pass this money onto Parish Council as long term leaseholders.*

10. Road Closure Working Party Update

10.1 Kathy Glanville provided an update on the public meeting held on 30th January 2023. She stated that the meeting was very well attended, with a number of people who have offered to help and provide their expertise. There has been one further meeting since the first public meeting and there is due to be another meeting on Tuesday 28th February 2023. Notes from the meeting were also circulated to all Councillors.

11. Wanborough Road

11.1 Notes from the meeting held with Conlon on 21st February 2023 were circulated to all Councillors. John Warr asked for clarification as to what the purpose of the drain is that needs to be installed along Wanborough Road. Clerk confirmed there are two drains: the sewage drain, which is what is currently being installed at Horpit and connecting into Wanborough sewage plant, and the storm drain, which is what needs to be installed along Wanborough Road and which they are stating will take 15 weeks. Conlon have confirmed that they expect the road to be closed until the end of July 2023, provided that they do not hit any further problems.

12. SBC Highways

12.1 The information consultation for the proposed 20mph schemes on The Beanlands and High Street is due to close on 27th February 2023, but the Clerk had requested an extension until 28th February 2023 so that Parish Council could discuss at the meeting. John Warr stated that everyone needs to realise that the proposed scheme on the High Street will result in additional signage, which may lead to negative comments. It was also confirmed that there will be new signage on The Beanlands where currently no signage is needed. A discussion took place in relation to the proposed schemes; the benefit of having a 20mph limit around the primary school and areas where speeding is clearly a problem such as on Church Road, Callas Hill crossroads which are not included in the proposal.

Resolved: Parish Council agreed to support the proposed 20mph schemes at the High Street and The Beanlands.

13. Parish Council website

13.1 User feedback in relation to the Parish Council's current website, along with user feedback on other websites have been collated by Assistant Clerk and circulated to all Councillors. In addition references have been gained from other Parish Councils who are using the website providers.

13.2 Parish Council discussed the website providers. John Warr stated that it was agreed that the Parish Council were going to compile a specification as to what they want included on the website. Bob Biggs confirmed that information has been gained from user groups and the choice of website providers has been reduced down to the best two: Councillors had been provided with example websites from these two providers to look at prior to the meeting. He stated that ideally Parish Council need to start moving forward with a new website and any additional pages can be added at a later date as per the website provider specifications. John Warr felt that it wouldn't make much difference to delay making a decision on this until the following month, confirming that he would be happy to discuss with the Assistant Clerk. *ACTION John Warr, Richard Bellamy to discuss website provider with Assistant Clerk.*

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14. Wanborough Village Hall

14.1 A request has been received from the Village Hall committee asking if the Parish Council would consider changing the broadband connection to fibre in the Village Hall. Parish Council discussed and agreed that it would be beneficial provided there were no installation costs. Gary Sumner confirmed that as the fibre connection would use cables from poles already installed there should be no installation cost.

Resolved: Parish Council unanimously agreed to upgrade the broadband connection to fibre in the Village Hall.

15 Finance

15.1 Payment Schedule for February 2023

Proposed: Kathy Glanville **Seconded** John Emmins

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

Parish Council	£8,214.84
Direct Debit	£20.00
Hooper's Field	£2,748.76

15.2 Cash Flow Statement February 2023

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

Meeting closed at 9.45pm

Next meeting 27th March 2023

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CLERK'S REPORT

27th February 2023

Additional planning application, notified after the agenda was published:-

S/23/0179 - Land Adjacent To 2 Burycroft - Erection of 2no. dwellings.

1. Planning

- a. SBC's Local Plan Review – SBC are having to re-do some of their evidence base for the Local Plan review as some evidence is now out of date. SHELAA (Strategic housing and economic land availability assessment) call for sites ends on 31st March 2023. SBC have stated that all previous sites allocated for Wanborough will be carried over which includes land next to Hewer's Close and Land north of Warneage Green.

2. Hooper's Field Expansion and Improvements Project

- a. Two drop in sessions have been held on 15th & 22nd February so far. One more which is due to be held on 6th March 2023 7pm to 9pm. We have also put the feedback form online so those who are not able to attend can view the plans online and complete the feedback form via survey monkey. All those who have attended so far have been very positive about the plans.

3. Hooper's Field Sports Facility

- a. Wanborough Bowls Club have sent an e-mail about the storage of their new bowls green mower. They originally confirmed that it would be stored in the summer house, however it doesn't fit through the door so they have put it in the main store room in the pavilion. This raises health and safety issues with regards to storing petrol run equipment within a public building. I have forwarded the e-mail to Hooper's Field committee members, but next committee meeting is not until April so this needs to be dealt with earlier.
- b. Ian Butcher (WJFC) is meeting with me on Wed 1st March to discuss number of teams they have for next season and introduction of girls teams

4. Village Maintenance

- a. Idverde have confirmed that they plan to start grass cutting mid March depending on ground conditions.

5. Future Meetings

Tues 28th February 2023 – Footpath WA14 on site meeting with SBC – 12.30pm at the footpath

Monday 13th March 2023 – Planning, Finance & Policy Committee – 7.30pm at Hooper's Field Pavilion.

Monday 20th March – Allotment Committee – 7.30pm at Hooper's Field Pavilion

Monday 20th March 2023 – NRV Liaison meeting with SBC – via Teams

Monday 27th March 2023 – Full Council meeting – 7.30pm at Wanborough Village Hall

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.	

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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 Councillor	Parish Council have made a request to Ward Councillor who has confirmed this has been submitted to SBC Highways for assessment.	
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	

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Bacs Payment Schedule

February 2023

Payment to	Reason	Amount	VAT Included
February's Salary Costs	Salary, Pension, Tax & NI	3,331.01	
St Andrew's Church	Lyden Feb	250.00	
Mrs A J Raymond	Re-imburse Expenses - PC	1,147.64	
Mr D Clay	WiFi - Village Hall	25.00	Yes
Allbuild	Waste Collection	300.00	Yes
Graham Poynter	Handyman	280.80	
Parish Councillor Allowances	Allowances 23/24	1,685.93	
Allbuild	Village Maintenance	1,194.46	Yes
ID Mobile	Mobile Phone Clerk	6.00	Yes
O2 Mobile	Mobile Phone Asst Clerk	14.00	
Chantelle Smith	Cleaning (Jan)	66.00	
Chantelle Smith	Cleaning (Feb)	72.00	
Bubbles Boiler	Boiler & Gas safety service	300.00	Yes
SBC	Registration of Hooper's Field address	104.00	
Certha	Tree survey for temporary access	354.00	
Hunter's Plumbing	Boiler repair	72.00	Yes
Chelworth	Door deposit	412.31	
Pump Supplies	Service	408.00	Yes
British Gas	Gas	960.45	Yes