

WANBOROUGH PARISH COUNCIL

Minutes of the Full Council meeting held on Monday 27th March 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, Joe Smith, Colin Offer and Richard Bellamy

In attendance: Angela Raymond (Parish Clerk) and 2 members of public

Minutes Ref

FC/03/23/

1. Apologies: Apologies received from Kathy Glanville and approved at the meeting
2. Declaration of interest. Dave Hayward declared an interest in item 13 as he rents an allotment.
3. Minutes:
Proposed John Emmins **Seconded** Dave Hayward
Resolved: Parish Council approved the minutes of the Full Council meeting held on 27th February 2023.

THE MEETING WAS ADJOURNED FOR PUBLIC QUESTIONS

A resident raised a question in relation to the need to install a security fence around the allotment site, given that the contractor for Wanborough Road has removed some of the hedge leaving a number of gaps, plus the new footpath that's being installed now compromises the security of the site. She stated that the allotment holders need to feel safe and secure, and this can only be achieved with the installation of a fence.

Bob Biggs confirmed that Parish Council are fully aware of the situation at the allotment site, quotes have been gained and have come back in the region of £35k. Parish Council have looked at the availability of grants but the amounts available from the National Allotment Society are not going to be enough. SBC have stated there is no S106 funding from the NEV either.

As a temporary solution the resident suggested contacting the contractor to see if they will donate some of their Heras fencing to place where the gaps are along the edge of the allotment site to make the area safe and secure for the allotment holders.

Bob Biggs thanked her for her suggestion and confirmed Parish Council will look into this.

Bob Biggs confirmed that two questions were submitted in advance of the meeting including:-

- *Once again there is water leaking out of a different drain on Kite Hill. What is Parish Council doing to get this matter resolved? Kite Hill is dangerous with a considerable number of potholes in addition to the water now pouring down the hill. SBC cannot expect to put road closures in place resulting in additional traffic on rural roads without allocated funds for the maintenance of these roads.*

Bob Biggs stated that he felt that all are aware of the problems on the roads. Gary Sumner stated that he has already raised these concerns with SBC Highways and they are looking at carrying out some patching work on Kite Hill but need to decide when this work can be scheduled in.

- *A resident reported a concern with parking around the school, providing a picture of a car parking on the pavement, opposite a van parked on the other side of the road.*

It was agreed to include an article in the Lyden reminding everyone to park considerately and to promote the parking options at Hooper's Field. Clerk confirmed this information has also been sent to the Primary School.

4. Report from Ward Councillor

Copy of the Ward Councillor's report was circulated to all Councillors.

Discussion took place in relation to Kite Hill road surface. Gary Sumner stated that he had met with SBC Head of Highways and Kite Hill is one of the sites that is being assessed. There are currently a large number of roads across the Borough that are in need of repairs, work needs to be prioritised. He should hopefully have more information on this in the following week or so.

5. Planning:

Notification of a planning application received after the date the agenda was published as follows:-

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S/HOU/23/0178 – 8 Wild Acre – Erection of a single storey rear extension

Resolved Parish Council agreed to raise no objection.

5.1 To consider Planning Applications received

None received.

5.2 Other Planning

5.2.1 NEV Ridgeway Liaison Meeting held on 17th March 2023

Notes from the meeting have been circulated to all Councillors. Dave Hayward, Bob Biggs and Clerk attended the meeting and confirmed that the main points that need to be highlighted are:-

- The new pumping station that was due to be located within Great Stall West (area of the New Eastern Villages) is now not possible due to problems with the landowner. SBC are therefore looking at other locations and are in pre-application discussions with Thames Water to locate the pumping station on Merlin Way, near the River Cole. SBC Officers have provided a copy of the location but the planning application is not yet live. This will inevitably delay the construction of the new pumping station.
- Further to the above Wanborough Parish Council asked about the limit on the number of dwellings that can be temporarily connected to Wanborough Sewage Plant. SBC Officers stated that this is not a planning matter and there is no condition on Redlands planning consent to limit the number of dwellings connected to Wanborough Sewage Plant. This raised a concern, as previously SBC have stated there is a limit and Thames Water have confirmed in writing that there is a limit as well.

Action: Parish Council to write to Thames Water to request confirmation that the limit of 160 dwellings connecting to Wanborough Sewage Plant has not changed.

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

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

Clerk confirmed that the meeting with DFE Capital Project Manager to discuss the new primary school at Redlands has now been organised for 30th March 2023 at 5.30pm at Hooper's Field. Joe Smith, Bob Biggs, John Warr and Colin Offer confirmed they would attend.

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

7.1 To discuss offer of proposed "Easement" and "permission to lay".

Resolved: Parish Council agreed to accept the proposed offer of £1k for permission to lay a gas pipe at Lower Recreation Field.

Clerk confirmed that a meeting between all parties will be arranged to discuss the legal agreement prior to work commencing.

8. Road Closure Working Party Update

Dave Hayward confirmed that there isn't anything further to report; the next meeting is due to be held on 28th March 2023.

9. Highways

9.1 Meeting held with SBC in relation to the Southern Connector Road (SCR). Notes from the meeting circulated to all Councillors. Kathy Glanville, Dave Hayward and Clerk attended the meeting. Clerk confirmed that since the meeting Harry Alexander (SBC Officer) has replied confirming:-

- It is not possible to open The Marsh access onto SCR earlier than the full road opening.
- They have already carried out a number of road safety audits with regard to the need for more signage at Moorleaze Farm. He felt that as the road has a 30mph speed limit and once everyone has familiarised themselves with the new layout there shouldn't be a need for additional signage.

Dave Hayward stated that he felt the meeting with Harry Alexander SBC Officer, who is the Officer leading the project, was very positive, with a number of options discussed. To then get an e-mail from him back-tracking on everything he agreed was very disappointing.

It was agreed that this information should be shared with the Road Closure Working Party to discuss further.

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9.2 20mph zone proposal update from SBC.

SBC have confirmed that they have reviewed the four applications in Wanborough and it has been agreed:-

- To not proceed with the proposals for the High Street.
- To proceed with the proposal for The Beanlands area, in recognition of the presence of the local primary school.
- Outline plans for the two remaining sites at Kite Hill and Church Road will be prepared ready for the information consultation in May 2023.

Parish Council discussed and agreed the installation of 20mph zone along The Beanlands is needed as it's the main route next to the Primary School.

10 Parish Council website

10.1 To discuss and review feedback received on proposed website.

10.2 To discuss and approve new website provider.

A discussion took place in relation to Parish Council's new website, confirming that no further discussions have taken place since the last meeting.

John Warr put forward a motion to delay the decision on agenda items 10.1 and 10.2 until the next meeting. He confirmed that a detailed proposal would be ready for discussion at April's meeting.

Resolved Councillors voted on John Warr's motion to postpone the decision until April's meeting. 4 voted in favour, 4 against and 2 abstained. Bob Biggs confirmed that he did not want to use his casting vote and therefore agreed to postpone the agenda item.

John Emmins left the meeting

11 Planning Finance & Policy Committee

11.1 **Resolved** The minutes of the Planning, Finance & Policy Committee meeting held on 14th March 2023 were unanimously ratified.

11.2 Planning, Finance and Policy Committee discussed and reviewed quotes for a new fence around the children's play area at Church Meadow. Committee put forward a recommendation to Parish Council to approve the quote from Allbuild at a cost of £11,028.83.

Resolved: Parish Council unanimously approved the quote from Allbuild.

11.3 Planning, Finance and Policy Committee discussed and reviewed quotes received to replace the LED floodlights on tennis courts 1 & 2, along with the Tennis Club's proposal to contribute towards the overall cost. Wanborough Tennis Club confirmed their preferred supplier but this was not the cheapest quote.

Resolved: Parish Council unanimously agreed to approve £5k spend towards the LED floodlight replacement for tennis courts 1 & 2. Wanborough Tennis Club to cover the remaining balance.

12 Allotment Committee

12.1 **Resolved:** Parish Council unanimously agreed to ratify the minutes of the meeting held on Monday 20th March 2023.

13 Finance

13.1 Payment Schedule for March 2023

Proposed: Donna Stalker **Seconded** Dave Hayward

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

Parish Council	£8,470.20
Direct Debit	£20.00
Hooper's Field	£4,330.41

Meeting closed at 9pm

Next meeting 24th April 2023

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CLERK'S REPORT

27th March 2023

1. Planning

- a. Andy Hamer (DFE Capital Project Manager) has requested a meeting with Wanborough PC to discuss the proposed design of the new primary school at Redlands and PC's objections. Date to be confirmed.

2. Hooper's Field Expansion and Improvements Project

- a. Open days have now been completed, a copy of all the feedback received is in the shared drive. Feedback received has all been very positive. The aim was to gain feedback from those living in the village (update from previous consultations) rather than from the clubs who already support the project.

3. Hooper's Field Sports Facility

- a. Chelworth have now installed the new conservatory doors, they were able to use the same lock so new keys were not needed.
- b. Hooper's Field has been registered as an address on Royal Mail database, a post box has been installed next to the main entrance, which will be checked. This means we have now registered for installation of fibre, but will have to wait to see if this is possible.
- c. Ian Butcher (WJFC) met with Clerk to discuss what pitches they will need for 23/24 season. They are currently in discussions with Stratton girls football team who are looking to integrate in with WJFC. There will be 4 age groups who will only need to use the junior pitches, not the adult pitches. They plan to have a 9v9 pitch as well as 5v5 & 7v7.
- d. As to come to the end of the football season, WJFC have confirmed that they will purchase sand to fill any holes or dips in the sports field prior to the start of the cricket season. Rolling of the pitch is not recommended but verti-draining, weed killer and fertising of the pitch is due to start at the end of April 2023.

4. Village Maintenance

- a. Village clean up – Friday 14th April at Foxhill and Sunday 16th April at Calley Arms both starting at 10am.
- b. Grass cutting contract – first cut undertaken w/c 20th March, larger areas were difficult due to the ground being wet.
- c. Idverde have started treating the moss on the pavements at Mayfield.

5. Footpath WA14

- a. Meeting held with SBC's Rights of Way Officer who has confirmed that a new surface on footpath WA14 will be installed this summer. The path will be 2m wide, wood edges and fully tarmacked. They are going to use Springlines Meadow for access to the site and a small compound will be in the field. The footpath will be closed for around 6 weeks.

6. Foxhill phone box

- a. Refurbishment is now complete, defibrillator cabinet installed by CTS Electrical Services Ltd and the defibrillator has been logged with Community Heartbeat and ready to use.

7. Finance

- a. Internal Audit has been booked for the w/c 6th May 2023 for the financial year 2022/23
- b. PKF Little John (Chartered Accountants) have sent the AGAR year end information for the External Audit, deadline for submission is 3rd July 2023.

8. Swindon Local Councils Forum held on Thursday 23rd March 2023 – Bob Biggs attended the meeting. Minutes will be circulated once received.

9. Future Meetings

- a. Hooper's Field Committee – Monday 17th April 2023 at 7.30pm at Hooper's Field pavilion
- b. Clerk's Forum meeting – Monday 17th April 2023 at 1.30pm via teams

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c. Full Council meeting – Monday 24th April 2023 at 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.	
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	

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			Play Area to Wanborough PC	
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Payment Schedule March 2023

Payment to	Reason	Amount	VAT Included
March's Salary Costs	Salary, Pension, Tax & NI	5,501.70	
St Andrew's Church	Lyden March	250.00	
Mrs A J Raymond	Re-imburse Expenses - PC	603.04	Yes
Mr D Clay	WiFi - Village Hall	25.00	Yes
Allbuild Graham Poynter	Waste Collection Handyman	300.00 ***	Yes
St Andrew's Church	Village Hall Rent	222.00	
CTS Electrical Ltd	Foxhill phone box	120.00	Yes
Community Heartbeat	Battery for Defib	354.00	Yes
Swindon Borough Council	Allotment rent	142.38	
Mrs G Wheeler	Use of Home as Office	78.00	
Wanborough JFC	Grant 1st install	400.00	
ID Mobile	Mobile Phone Clerk	6.00	Yes
O2 Mobile	Mobile Phone Asst Clerk	14.00	Yes
Chantelle Smith	Cleaning (March) Replacement conservatory entrance door	69.00	
Chelworth Windows		1,236.93	Yes
SSE	Electric	1,194.68	Yes
Whelan Irrigation	Annual irrigation contract	679.80	Yes
Wiltshire & Swindon Sport	Park Yoga	1,150.00	

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