

WANBOROUGH PARISH COUNCIL

Minutes of the Full Council meeting held on Monday 28th November 2022 at 7.30pm at Wanborough Village Hall

Present: Bob Biggs (Chair), Dave Hayward (Vice Chair), Donna Stalker, John Emmins, Colin Offer, Gary Sumner, John Warr, Richard Bellamy, Omar Mirza

In attendance: Angela Raymond (Parish Clerk) and 7 members of public

Minutes Ref

FC/11/22/

1. Declaration of Acceptance of Office
Omar Mirza arrived at 7.40pm and signed the Declaration of Acceptance of Office, witnessed by the Parish Clerk, as newly appointed Parish Councillor.
2. Apologies: Apologies were received from Kathy Glanville and Joe Smith, and approved at the meeting.
3. Declaration of interest. Dave Hayward declared a personal interest in item 11 as he rents an allotment. Gary Sumner declared a personal interest in any New Eastern Villages planning applications.
4. Minutes:
Proposed Donna Stalker **Seconded** John Emmins
Resolved: Parish Council approved the minutes of the Full Council meeting held on 24th October 2022.

THE MEETING WILL BE ADJOURNED FOR PUBLIC QUESTIONS

A resident raised a concern in relation to the narrow footpath on Church Road (next to West View near the junction with Ham Road); he provided a picture of a resident having to use the road as the path is not wide enough for a pushchair. He stated the footpath needs to be widened, which he is aware will make the road narrower, but this will mean it will be safer for pedestrians, especially as this is a route many use to walk to school.

Gary Sumner stated that he has already submitted a request to SBC to assess the path. Dave Hayward stated that this has been raised before when the footpath improvements from Hooper's Field to Upper Wanborough were installed; Parish Council asked for the footpath to be widened at that time but SBC stated that it was not possible. Gary Sumner stated that he is aware of that but in view of the increase in traffic he has asked for it to be assessed again. The resident stated that he was pleased it was going to be assessed and this is an improvement to what Gary Sumner had told him previously. Bob Biggs asked Gary Sumner to keep Parish Council up to date on the progress of this. John Warr felt this should be tracked and followed up by the footpath committee.

A resident stated that she lives right next to the Southern Connector Road, yet the only time she is made aware of any of the planning applications is from Parish Council's agenda. She asked why residents, who live near the SCR, don't receive notification of these planning applications.

Bob Biggs confirmed that this needs to be raised with SBC Planning department as he's unsure as to why she has not received notification. Gary Sumner stated that residents are not notified of "discharge of conditions" applications; they can all be viewed on SBC's planning portal.

A resident asked why the working party looking at the impact on businesses as a result of Wanborough Road closure is only looking at the impact from Wanborough Road and not the impact of The Marsh closure or the disruption caused by the SCR road works. Bob Biggs confirmed that the working party are looking at all businesses in the village and the impact of the road closures; this was to be discussed later in the meeting.

WANBOROUGH PARISH COUNCIL

A resident raised concern about what is happening in the village with regard to Wanborough Road. With the impact of the road closure and the streetlights that no one wants, it appears no one is listening to residents concerns and no one is fighting the residents' corner. Bob Biggs confirmed that Parish Council have had a considerable number of meetings with Swindon Borough Council to try and resolve some the issues that she raised. The problem in the case of Wanborough Road is that these works were approved via the S278 scheme of works and Parish Council was not consulted on those plans, SBC approved them and then the contractor is able to go ahead and carry out this work without any consultation. This makes it is extremely difficult for Parish Council to influence the decisions made by SBC. Bob Biggs confirmed that Parish Council are just as frustrated about this as she is.

Bob Biggs also asked Gary Sumner to reply as the Borough Councillor representative. Gary Sumner confirmed that the work on Wanborough Road are works carried out under S278 which are permitted under the Highways Act. The works include road narrowing, buildouts and a new pavement. The road safety audit states that street lights are needed to make the road safe.

A question was raised in relation to the recent petition opposing the installation of street lights on Wanborough Road. Gary Sumner confirmed that the petition will be put forward to SBC's full council meeting on 8th December 2022 where the person who instigated the petition will be allowed to speak. Cllr Perry will provide a reply at that meeting.

A resident attended confirming that they are from a working farm in the village and are concerned that all the proposed changes to the roads will make it extremely difficult for them to continue working. The village has many working farms, with large vehicles, including a milk tanker that needs to get into the farm on a daily basis. He confirmed that it feels like the farmers are being bullied out of the village. Bob Biggs confirmed that Parish Council have made SBC aware that there are many farm vehicles using the local roads. SBC have stated that they are aware of this and all their transport plans have taken this into consideration. Dave Hayward asked the resident if SBC have been in contact with them. The resident confirmed that no one has contacted them about any of the proposed road schemes. Dave Hayward stated that this is another example of the problems that are being faced with SBC. Clerk confirmed that she will provide the resident with contact details at SBC Highways so that they can contact them directly.

5. Report from Ward Councillor

Gary Sumner's report was circulated to all Councillors and Bob Biggs asked Councillors if they wished to raise any questions.

The potholes at the top of Pack Hill were reported to Gary Sumner who confirmed that SBC are aware of the potholes at Pack Hill and Kite Hill.

Richard Bellamy asked a question in relation to SBC's procedures and process for approving a road closure and what they take into consideration. Gary Sumner replied confirming SBC's process: developers have the right to carry work out on the public highways and SBC assess whether that is reasonable ensuring the safety of all users.

John Emmins asked about the new junction that has been installed on the west side of Wanborough Road just before the SCR junction from Wanborough to Covingham. Gary Sumner confirmed that this is an entrance to a field which has been negotiated by the landowner in order for them to continue to access to their land. He confirmed that Foxbridge South hasn't gained permission yet so that landowner will still need access to their land. Parish Clerk asked that once the land has been sold off for Foxbridge South would this access be closed? Gary Sumner confirmed that it would be closed off; detailed plans for Foxbridge South have been viewed and it can be seen what the developer is proposing. Parish Clerk confirmed that the original plans for Foxbridge South included an access road from Foxbridge South to Wanborough Road which Parish Council objected to, this was then changed to an emergency access only.

WANBOROUGH PARISH COUNCIL

Gary Sumner confirmed that he has asked SBC to review the Wanborough Road TRO from Covingham to Foxhill. The current TRO cannot be enforced and with all the changes on Wanborough Road he feels it is time to have this TRO reviewed.

6. Planning:

6.1 To consider Planning Applications received:

S/HOU/22/1587 - Accolade, Ham Road Liddington - Erection of a storage outbuilding (Retrospective).

Parish Council discussed this application and agreed that the outbuilding is large for its location within the AONB.

Resolved: Parish Council voted with 8 objecting to the application and 1 in support. Parish Council therefore agreed to object to the application confirming that due to the size of the outbuilding this will have a detrimental impact on the North Wessex Downs AONB.

S/HOU/22/1545 - 7 The Hedges, Wanborough - Erection of a first floor rear extension.

Resolved: Parish Council unanimously agreed to raise no objection.

S/COND/22/1599 - Lotmead Site New Eastern Villages - Discharge of condition 10 (Character Area Design Code - Phases 2-4) from previous 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.

Parish Council discussed this application and confirmed that this application is one of many discharge of condition applications that will now be coming through. Parish Council felt that there is little they can do to influence any changes to this application going by previous experiences.

Resolved: Parish Council agreed that they have no further comments they wish to make on this application.

S/COND/22/1550 - New Eastern Villages Southern Connector Road Swindon - Discharge of condition 16 (Flood Risk) from Planning Permission S/20/1538 - Variation of conditions 3 - 7, 9, 11, 12, 14, 15, 17 - 22, 24 and 26 from previous permission S/19/0703 for the construction of a new road, to link the A419 Commonhead Roundabout to the proposed New Eastern Villages (NEV) development including improvements to the existing Commonhead Roundabout and Pack Hill, new junctions with Pack Hill, The Marsh and Wanborough Road, new footway/cycleway and associated earthworks, drainage works and landscaping.

Parish Clerk confirmed that this is a retrospective application, confirming that they have reduced the drains from 2m to 1.8m and these have already been installed as per the letter from Atkins.

Parish Council discussed and agreed that with the flooding within the area the drain capacity should not have been reduced from that approved.

Resolved: Parish Council unanimously agreed to object to this application.

S/HOU/22/1480 - Jakanmar 11 Burycroft - Erection of two storey side and rear extensions, single storey side extension for garage and replacement roof.

Parish Council discussed this application; it is not within the Conservation area or within the building line for Wanborough, although it is a large plot.

Resolved: Parish Council voted with 7 raising no objection and 2 objecting. Parish Council therefore agreed to raise no objection to this application.

6.2 To consider Revised Planning Application received:-

S/COND/22/0346 - New Eastern Villages Southern Connector Road - Discharge of conditions from previous permission S/20/1538 - Phase 2B / 2C works: Condition 6 (Full Technical Design Details), 7 (Landscape Scheme), 9 (Protection of retained trees and other vegetation during construction), 12 (Lighting Strategy), 22 (Commonhead Junction - White Lining) and 24 (Commonhead Junction - Detailed Design).

WANBOROUGH PARISH COUNCIL

Parish Clerk confirmed that she asked SBC Planning Officer for an extension to allow this application to be discussed at the meeting, however the request was refused. Parish Clerk therefore circulated details to Councillors via e-mail and a letter of objection was submitted to SBC in relation to the proposed streetlights prior to the deadline. Since submitting the letter of objection SBC Planning Officer has confirmed that permission has been granted under delegated powers and a copy of their report can be viewed on their website. Parish Council confirmed their disappointment that yet again SBC have not taken in consideration their objection.

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

Resolved: Parish Council raised concerns in relation to the amount of car parking space, with driveways designed for tandem parking, driveways at the rear of gardens and with very little visitor parking provision, it is likely to be the same with all new housing developments in Swindon where there is insufficient parking provision and cars end up parked along the edge of roads.

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

Additional revised application received that was not included on the agenda.

Parish Council have already objected to the original plans. Parish Council discussed the revised application and agreed their objections remain unchanged

Resolved: Parish Council to re-iterate their objection to this application.

6.2 To note the following planning decisions received:

S/PHOU/22/1341 - 3 The Beanlands - 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) – **Refused**

S/LBC/22/1142 & S/ADV/22/1141 – Harrow Inn, High Street - Display of illuminated signage – **Granted**

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

S/HOU/22/1377 - Longview House 64 Church Road - Erection of a replacement garden wall and gates to front with access – **Application withdrawn**

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

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

A question was raised in relation to the Foxbridge North planning appeal decision made by the Inspector to allow the appeal. Dave Hayward stated that the Inspector has reduced the S106 funding by 1/6th of what SBC asked for. Gary Sumner confirmed that this will have an impact on the NEV and surrounding area, which means there will be no funding for a school meaning that children will have to travel to Redlands school or further afield.

7.1 To note the minutes of the Clerk's Forum meeting held on 24th October 2022. Clerk confirmed that the main point to highlight from this meeting was that Sam Mowbray (SBC Officer) stated that due to ever increasing demands on SBC's budget, SBC would like to review what other services can be transferred to Parish Councils from 1st April 2024.

8. Highways

8.1 Update on Wanborough Road works. Conlon have confirmed that work is progressing on the installation of the footpath along Wanborough Road while the road is open and under traffic lights. Steve Sanders (SBC Highways) has confirmed that the S278 highways agreement for the section of Wanborough Road at Lotmead has still not been approved and there has been little progress. Bob Biggs asked if Wanborough Road would need to be re-closed once this work had been approved at a later date. Gary Sumner confirmed that the road would not need to re-close for this work as it can be done under traffic lights.

8.1.1 Notification of a Road Traffic Regulation Order for Wanborough Road – 16th January 2023 for a period of 12 month, but work is expected from 16th January to 16th June 2023.

WANBOROUGH PARISH COUNCIL

A question was raised as to why the order is for 12 months and how SBC will prevent the road closure extending later than 16th June 2023. Gary Sumner stated that it's not unusual to have a road traffic regulation order for a period of 12 months; it states work will be done over a period of 5 months so that is what they are aiming for. The contractors are keen to complete the work, so it is in their interests to complete the work within the 5 month period.

Clerk confirmed that since receiving this notification, Conlon have confirmed that Buckingham Group (SCR Contractors) need to close Pack Hill in January 2023 which may delay the re-closing of Wanborough Road. Gary Sumner confirmed that this is what SBC Streetworks want to discuss with Parish Council the week after the meeting.

8.2 Southern Connector Road works are currently being carried out under traffic lights but Conlon have confirmed there is due to be a complete road closure in January 2023.

8.3 Notification of a Road Traffic Regulation Order for closure of Ham Road on 9th December 2022 and Rotten Row on 11th January 2023 for Openreach to carry out work.

9. Village Maintenance

9.1 The grounds maintenance contractor, Idverde, are able to carry out pavement and road edge sweeping in the village at a cost of £450 for 1 day, which includes 6 hours sweeping and 2 hours travel (including to dispose of debris collected).

Resolved: Parish Council approved the cost of 1 day sweeping and will review if any further days are needed afterwards.

10. Hooper's Field Project Committee

10.1 The minutes of the Hooper's Field Project Committee meeting held on Monday 21st November 2022 were duly ratified.

10.2 A quote has been received from the architect to provide plans required for the discharge of conditions planning application. John Emmins confirmed that Graham Luxton, a local resident who has experience in this line of work, is able to provide most of the reports needed for the discharge of conditions planning application, which reduces the overall cost from £4.5k originally quoted to £950.

Parish Council discussed the quote asking if there is a need to discharge the conditions. John Emmins stated that the Project Committee are looking to carry out the project in phases and therefore the discharge of conditions is needed in order to progress the works.

Resolved: Parish Council approved the cost of £950 which includes £800 for the Architects fee and £150 for the planning application fee.

11. Allotments

11.1 The minutes of the Allotment committee meeting held on Monday 14th November 2022 were duly ratified.

12. Wanborough Road Closure Working Party

12.1 A copy of the draft "Terms of Reference" for the Working Party to provide support for local businesses while Wanborough Road is closed was circulated.

It was agreed that the Working Party should be renamed to take out "Wanborough" so that it looks at the impact of all road closures in the village. It was therefore agreed to rename to "Road Closure Working Party".

Resolved: Parish Council unanimously approved the Terms of Reference with the change in name.

12.2 It was confirmed that one Working Party meeting has been held so far. The aim is to contact all local businesses in Wanborough to discuss the impact of the road closures. John Warr has confirmed that he will be stepping down from the Working Party.

13. To approve and sign up to the "Civility and Respect" Pledge

13.1 To approve and adopt the Dignity at Work Policy

13.2 To approve and adopt Councillor – Officer Protocol

13.3 To review the new Code of Conduct and discuss future adoption.

WANBOROUGH PARISH COUNCIL

Agenda items 13, 13.1, 13.2 and 13.3 were all deferred until the next meeting. Some Councillors did not feel they were ready to sign up to the pledge due to not having had time to read all documents prior to the meeting. Bob Biggs confirmed that it is important that all Councillors sign up to this pledge in order for it to be effective and did not feel a vote was appropriate, therefore these agenda items will be deferred to the meeting in December 2022.

14. Finance

14.1 Parish Councillor Allowance for 2023/24 as per SBC's Independent Remuneration Panel recommendation.

Resolved: Parish Council approved SBC's Independent Remuneration Panel's recommendation for Parish Councillor Allowance at £220 for a Councillor and £659 for the Chair to the Council.

14.2 Payment Schedule for November 2022

Proposed: Donna Stalker **Seconded** John Emmins

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

Parish Council	£11,519.75
Direct Debit	£20.00
Hooper's Field	£3,025.11

14.3 Cash Flow Statement November 2022

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

Meeting closed at 10pm

Next meeting 19th December 2022

WANBOROUGH PARISH COUNCIL

CLERK'S REPORT

28th November 2022

1. Planning

- a. Notification of a revised planning application received after the agenda went out:-
S/HOU/22/1242 - Rowenburgh High Street - Erection of a two storey/single storey rear extension, single storey front extension and vehicle access.
- b. Foxbridge North Planning Appeal – Inspector has allowed the appeal, copy of report circulated to Councillors.
- c. Public Arts Commission for Redlands – Meetings being held with 4 different artists on 30th November.

2. Budget 2023/24

- a. A reminder to all Chairs of Committees to submit any budget items for 2023/24 to the Parish Clerk by 19th December at the latest ready for the Planning, Finance & Policy Committee meeting on 9th January where the Precept & Budget for 2023/24 is due to be discussed.

3. Finance

- a. S106 Hooper's Field MUGA money – Clerk has been in correspondence with Taylor Wimpey who have confirmed they are in agreement to allow Parish Council to use the money on another capital project at Hooper's subject to SBC Case Officer's agreement. Sarah Screen (SBC) has now also replied. With both e-mails this takes away the "risk" from the Council and allows us to use it on another capital project at Hooper's.
- b. S106 Allotment money – Sarah Screen has confirmed that the £3k allocated for a new allotment site at Kite Hill is due to be approved for transfer to PC at SBC's December's cabinet meeting, this will then be transferred to WPC. Once received I will contact Taylor Wimpey to ask if they approve for this money to be used at the Wanborough Road site, but I won't do that until we receive the money from SBC.

4. Hooper's Field

- a. Bowls Club hedge has been cut
- b. Allbuild have filled in the potholes on the driveway and will continue to monitor.

5. Telephone Box – Foxhill

- a. Currently looking for an electrician to install the defibrillator cabinet at Foxhill.

6. Footpaths & Village Maintenance

- a. Bulbs along the High Street have been planted over 4 planting sessions on 4 weekend days, 1st planting session was well attended but numbers dropped off.
- b. Contractor has cut most of the hedges around the village, remainder due to be cut by the end of the month.

7. Training

- a. Clerk has started to attend the "Civility & Respect" training sessions, some further ones are booked for in December.

8. Future Meetings

Full Council meeting – 19th December 2022

Planning, Finance & Policy Committee – 9th January 2023

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

Bacs Payment Schedule

November 2022

Payment to	Reason	Amount	VAT Included
November Salary Costs	Salary, Pension, Tax & NI	***	
St Andrew's Church	Lyden Nov	250.00	
Mrs A J Raymond	Re-imburse Expenses - PC	948.29	Yes
Mr D Clay	WiFi - Village Hall	25.00	Yes
Allbuild	Waste Collection	300.00	Yes
Idverde Graham Poynter	Grass Cutting Contract 8/8 Handyman	1,048.17 ***	Yes
SLCC	Asst Clerk training	84.00	Yes
SLCC	Parish Clerk training	54.00	Yes
Mark Woodman	Website	114.20	Yes
Allbuild	Village Maintenance	360.00	Yes
Council HR & Governance Support	Annual HR Fee	1,000.00	
Swindon Borough Council	By Election Fee	2,883.73	
ID Mobile	Mobile Phone Clerk	6.00	Yes
O2 Mobile	Mobile Phone Asst Clerk	14.00	Yes
Chantelle Smith	Cleaning (Oct)	78.00	
Idverde	Grass cutting contract 8/8	1,073.83	Yes
Allbuild	Maintenance	810.00	Yes
Chubb Fire	Extinguishers	821.11	Yes
British Gas	Gas	242.17	Yes

*** Confidential under the Data Protection Act