

WANBOROUGH PARISH COUNCIL

Minutes of the Full Council Meeting held on Monday 27th September 2021 at 7.30pm at
Wanborough Village Hall

Present: Bob Biggs (Chairman), Joe Smith, John Emmins, Gary Sumner, Dave Hayward, Colin Offer, John Warr and Kathy Glanville

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

Minutes Ref:
FC/09/21/

1. Apologies: Apologies were received from Mike Webster, Donna Stalker and Richard Angwin, and approved at the meeting.
2. Declaration of Interest: None declared.
Gary Sumner stated that he would not be commenting on any planning applications to do with the New Eastern Villages as he will make his own comments.
3. Minutes:
Resolved: The minutes of the full council meeting held on 23rd August 2021 were unanimously approved; minutes signed by the Chairman as a true record.

THE MEETING WILL BE ADJOURNED FOR PUBLIC QUESTIONS.

A resident raised a concern in relation to the highway verge in front of his property that has been left in a complete mess after the gas works were carried out. The resident confirmed that the gas works used this patch of land twice for their equipment etc but the re-instatement work hasn't been done very well and it doesn't look anywhere near as good as it did prior to the work. Gary Sumner stated that he will follow this up with the gas works.

4. Report from Ward Councillor

Bob Biggs reminded Gary Sumner that he should be sending a report in advance of the meeting so that Councillors have the opportunity to see it prior to the meeting so that they can raise questions. Gary Sumner provided an update on the Gigabit fibre installation confirming that build work has commenced but there is a considerable amount of "civil" needed with some residents needing new cable ducts.

The Marsh is due to close, but Gary Sumner has agreed that the pedestrian and cycle access will continue to be available. Bob Biggs asked about the bus service, as when The Marsh has closed previously, the bus service has been diverted to only stops at the Calley Arms, before going down Pack Hill. This leaves a large proportion of the village without a bus service and Bob Biggs wondered if the bus could go to Covingham as a diversion route so that it can also serve Lower Wanborough. Gary Sumner stated that he wasn't sure what the proposed diversion was so would check and come back to us.

Wanborough Traffic Calming – SBC are in the process of agreeing the terms with WSP to carry out the detailed design.

Outstanding ditch maintenance, Adams Meadow / Taylor Wimpey – SBC solicitor is reviewing the proposed contract for maintenance of ditches with Remus to see if what they are proposing is sensible.

Joe Smith asked about the archaeology that has been found during the excavations works for the Southern Connector Road and if there is any way that this could be displayed in the village. Gary

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Sumner confirmed that the contractors are working with the Wiltshire Archaeologist and confirmed that everything found will be recorded, photographed and referenced in a report that will be published.

5. Planning:

5.1 To consider Planning Applications received:

S/EIA/21/1617 - Land North Of Redlands Farm - request for Environmental Impact Assessment (EIA) Scoping Opinion for proposed development.

Parish Council discussed the application and although at the moment this is only a request for an Environmental Impact Assessment they raised concerns in relation to the area that the developer is proposing to develop which includes two fields outside the New Eastern Villages boundary, plus an area that is supposed to be the green corridor between the Redlands and Lotmead sites. A total of 270 dwellings are being proposed

Resolved: Parish Council to raise these concerns at the next Liaison Meeting to see what SBC's Officer's view is on the site being put forward.

5.2 Notification of Revised Planning Application received:

S/RES/21/0454 - Redlands (Phase 1) Eastern Villages Swindon - Erection of 81no. dwellings and associated works - Reserved Matters from previous outline permission S/OUT/16/0021.

S/RES/21/0498 - Redlands (Phase 1) Eastern Villages Swindon - Erection of 79no. dwellings and associated works - Reserved Matters from previous outline permission S/OUT/16/0021.

S/RES/21/0584 - Redlands Eastern Villages Swindon - Provision of areas of open space and principal landscaping - Reserved Matters from previous outline permission S/OUT/16/0021.

S/RES/21/0607 - Redlands Eastern Villages Swindon - Construction of internal spine road - Reserved Matters from outline permission S/OUT/16/0021.

Resolved: Parish Council agreed that they had no further comments to make for the above Redlands, reserved matters, revised planning applications.

S/21/1354 - The Old Telephone Exchange Hinton Road - Change of use of telephone exchange building to 1 no. dwelling, and erection of a single storey side extension, installation of solar panels to roof elevation and associated works.

Parish Council note that SBC's Highway's Officer has raised no objection. Gary Sumner agreed to follow up on this and ask that a site visit is carried out.

Resolved: Parish Council still have concerns in relation to the proposed parking for the following reasons:-

- Due to the close proximity of a busy road Parish Council are concerned that it will not be safe to park along the edge;
- There is no means of turning around so if you park traveling from Wanborough you will have to do a "U" turn in the road to return to Wanborough.

S/HOU/21/1108 - 3 Adams Meadow Wanborough - Installation of 2no. velux rooflights to front and rear roof planes, 1no. velux rooflight to each side roof plane and 1no. velux window to the rear gable elevation on the third floor.

Resolved: Parish Council agreed to raise no objection.

5.3 Other Planning

5.3.1 Inlands Farm Planning Appeal – Dave Hayward confirmed that he attended the accompanied site visit which he felt was a bit disappointing as the route was agreed by the applicant (Turley) in advance and they just seemed to walk mainly around areas where it is difficult to see the development site. Dave Hayward stated that he managed to check with the Inspector that he had seen the view from

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top of Pack Hill and the perimeter of Church Meadow which he confirmed he had. The Inspector advised that he hopes to confirm his decision by the end of November.

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

A copy of the Clerk's report was circulated to all Councillors and can be viewed in the appendix to the minutes

7. Rodway footpath entrance to Open Space – Sculpture

7.1 Kathy Glanville confirmed that she had recently met with a local artist, along with the Clerk, to look into replacing the sculpture that was removed at the bottom of Rodway footpath. Kathy Glanville confirmed that residents have been asked what they would like to see included within the design and this information was fed to the artist. Kathy presented two designs, the first is a wooden carved totem pole, 10ft tall, the second has an additional arm from the totem pole which will give a sense that you are walking under it. Both designs include wildlife that is seen in the local area, plus the church spire and tower, which from the feedback received from residents seemed to be what everyone preferred. Dave Hayward asked if the design could include hedgehogs. Kathy confirmed that the proposal is within the budget of £5,000. Parish Council will also need to gain a quote for the concrete base, plus find someone with the equipment to lift the sculpture into place.

Resolved: After a discussion Parish Council unanimously agreed the quote for £4,500 for a wooden carved totem pole with the arm extension.

Action Clerk to gain quotes for the installation of the concrete base.

8. Wiltshire Wildlife Hooper's Field Pond Restoration

Clerk confirmed that the Wiltshire Wildlife Trust have now completed the work and that they are pleased with how it all went. The area has been fenced in and they have confirmed that the pond should establish over the winter months and they will be back in the spring to test for Great Crested Newts.

9. SBC Highways

9.1. Traffic Regulation Order – Wanborough Road – 2nd stage consultation ending on 6th October 2021. The Traffic Regulation Order is to change the speed limit to 30mph along the road from Covingham to Wanborough.

Resolved: After a discussion Parish Council voted 7 in support 1 against, and it was therefore agreed to support the proposed Traffic Regulation Order for a 30mph speed limit along Wanborough Road.

9.2. Wanborough Road S278 Highways Plan (Lighting Scheme) - – meeting held on 6th September 2021 and an onsite meeting held on 13th September 2021. Dave Hayward, Joe Smith & Bob Biggs attended the onsite meeting with SBC Highways Officer and felt the meeting went well; they were able to discuss the entrance to the allotment site and look at the location of the proposed chicanes. Councillors confirmed that they object to street lights being installed along Wanborough Road. SBC are to check where they stand legally in relation to the street lighting scheme and are due to come back to Parish Council on this point.

- To discuss the design and position of the village gateway on Wanborough Road. At the onsite meeting SBC's Highways Officer asked if Parish Council have considered where they would like the "village gateway" signage to be moved to.

Resolved: After a discussion it was agreed that the Village Gateway signage should be located after the new Redlands junction (travelling on Wanborough Road from Covingham) but before the start of the allotment site. Parish Council ask that SBC Highways provide Parish Council with a proposed design for their approval.

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- 9.3. Notification of closure of The Marsh – Southern Connector Road Works
This had already been discussed earlier in the meeting, with just one outstanding matter in relation to the bus service proposed diversion.
- 9.4. Notification of road closure due to road maintenance work – Either side of Callas Hill overnight only. Parish Council raised a concern in relation to the proposed diversion route while the road is closed, via The Hollow, which is not suitable for large vehicles. Bob Biggs asked if Gary Sumner would raise this with SBC.
10. Wanborough Village Hall AGM – 20th September 2021
Kathy Glanville attended the AGM and other than the couple of points that she had passed onto the Clerk there was nothing else of concern to raise.
- 10.1 The financial accounts to 31st March 2021 prior to submission to the Charity Commission. The Village Hall committee have approved the financial accounts to 31st March at their AGM. A copy of the accounts were circulated to all Councillors.
Resolved: Parish Council unanimously agreed to approve the Village Hall’s financial accounts to 31st March 2021.
11. Swindon Local Council Forum – Meeting held on Thursday 16th September 2021
Bob Biggs confirmed that he was able to log into the meeting via Zoom but for some reason he was unable to hear anything. He was therefore unable to report what happened at the meeting. Clerk confirmed that she would circulate the minutes once received.
- 12 Finance
- 12.1 Insurance
- 12.1.1 Insurance Policy for 2021/22.
Clerk circulated quotes and report for the renewal of Parish Council’s insurance policy. Dave Hayward put forward a recommendation that Parish Council should approve the 5 year contract as this appears to be the best option.
Resolved: Parish Council unanimously agreed a quote from Zurich Insurance Plc for a 5 year contract at a premium of £1,494.78.
- 12.2 AGAR – External Audit – Financial Year to 31st March 2021
- 12.2.1 Notification of conclusion of External Audit; report has been circulated to all Councillors. Clerk confirmed that the notification has been published on the website and a copy of the AGAR and supporting documents are also available to view on the website.
- 12.3 Payment Schedule for September 2021
Resolved: Kathy Glanville proposed, John Emmins seconded; Parish Council unanimously approved the payment schedule for September 2021 payments totalling as follows:-
- | | |
|----------------|-----------|
| Parish Council | £7,160.41 |
| Direct Debit | £6.00 |
| Hooper’s Field | £1,644.20 |
- 12.4 Monthly Cash Flow Statement
Resolved: Kathy Glanville proposed, Colin Offer seconded; Parish Council unanimously agreed to approve the Cash Flow Statement for September 2021.

Meeting closed 9.10pm

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CLERK'S REPORT

27th September 2021

1. Hooper's Field Sports Facility
 - a. Electrical work completed 21st & 22nd September, just waiting to receive certificate and report from Affleck electricians;
2. Footpaths & Village Maintenance
 - a. Final village walk took place on Friday 3rd Sept, very well attended.
 - b. Litter picks – 30th Sept – 10am at Hooper's – Lower Wanborough, 1st Oct – 10am Calley – Upper Wanborough, 2nd Oct – 10am Foxhill bus shelter.
 - c. Contractor has started cutting hedges around the village that PC are responsible for, these should be completed by end November.
 - d. Report of fly-tipping along the track off Kite Hill towards Kings Lane. This has been reported to SBC, however they have stated it's not on public land therefore they are not responsible for it. Land registry shows land as un-registered.
3. Village Handyman
 - a. Staffing committee are in the process of interviewing 2 candidates, the 1st interview was held on 22nd Sept, the second is due to be held on 27th Sept.
4. The Beanlands Pond
 - a. Wiltshire Wildlife Trust have confirmed that they will provide a plan and provide details as to what work is needed to bring this pond back up to a better condition. An article has been included in the Lyden asking for volunteers to help with this.
5. Allotments
 - a. Allotment competition presentation of prizes was held on Saturday 11th September, Bob, along with judge Jo Baker, carried out the presentation. The event was very well attended.
6. SBC's Local Plan 2036
 - a. Submission sent to SBC and circulated to Councillors. SBC have now extended comments until 7th October.
7. Community Speed Watch Team
 - a. Scott Garcia (Enforcement Officer) Wiltshire Police joined the Wanborough CSW team on Wednesday at Callas Hill. He demonstrated his new speed camera and a number of speeders were caught. We were able to discuss a number of speeding problems in the village with him, it was very successful and he confirmed that he would be back to join us again.
8. Future Meetings
 - a. Footpaths & Village Maintenance Committee – 4th October 2021 – Village Hall 7.30pm
 - b. New Eastern Villages Meeting with SBC Officers – 4th October 2021 – 2pm to 3.30pm (via Teams)
 - c. Planning & Finance Committee – 11th October 2021 – Village Hall 7.30pm
 - d. New Eastern Village Public Art Engagement Strategy – 13th October 2021 at 5pm - Teams
 - e. Clerk's Forum – 21st October 2021 – 13.45 to 15.00 (Clerk only)
 - f. Full Council Meeting – Monday 25th October 2021

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:- July 20 meeting Cllr Sumner confirmed he had an onsite meeting with Highways. Ditch line has been re-instated but work on Church Road to ensure flood water reaches ditch outstanding.	

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			April 21 – SBC confirmed that the Management Company for Adams meadow would take responsibility but SBC to check legal agreement.	
Ongoing	Highways improvements	Clerk	Update: Request made to Ward Councillor for Highways improvement on Church Road. Reply received from SBC SBC Informal consultation 3 rd October – 17 th October 2 nd Stage – Formal Consultation – ends 11 th December 2020 SBC Head of Highways has approved Church Road improvements.	Completed Completed Completed
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	
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.	
July 20	Wanborough Traffic Calming	Clerk	SBC Consultation & letter submitted to SBC with concerns and objections Virtual meeting held with SBC SBC feedback from consultation received Request made to SBC to be kept up to date with the detailed designs	
Oct 20	Land at the Corner of Church Road	Clerk / Councillors	Overgrown vegetation cleared and post & wire fence removed. Considerable amount of flytipping under trees from neighbouring property. Clerk to ask SBC if they can do anything about this. August – SBC have carried out an inspection. Land registry shows land is unregistered.	Completed
June 21	Warneage Green	Clerk	Resident has extended their garden onto Council owned land behind their property.	

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			Reported to SBC Planning Enforcement Officer	
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.	
July 21	Governance Review	All	<p>SBC asked all Parish Council's if they wanted to be included in any Governance Review if SBC decide to carry one out.</p> <p>July – WPC confirmed</p> <p>August – SBC stated that they are reviewing all responses received and will be in contact in the autumn.</p>	

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September 2021

Payment to	Reason	Amount	VAT Included
Mrs A J Raymond	Salary	***	
Wiltshire Pension	Pension	444.22	
HMRC	July - Sept Tax & NI	1,315.47	
St Andrew's Church	Lyden - August	250.00	
Mrs A J Raymond	Re-imburse Expenses	924.22	Yes
SLCC	Annual Subscription	185.00	
Mr D Clay	WiFi - Village Hall	25.00	Yes
Allbuild	Waste Collection	300.00	Yes
Allbuild	Flytipping collection	79.20	Yes
PKF Accountants	External Audit fee	480.00	Yes
Allbuild	Village maintenance	576.00	Yes
Idverde	Grass cutting contractor	1,048.17	Yes
Swindon Borough Council	Allotment rent	142.38	
Mr D Hayward	Re-imburse Expenses	10.39	Yes
ID Mobile	Mobile Phone	6.00	Yes
Idverde	Grass Cutting	1,073.83	Yes
Solutions Contract Cleaning	Cleaning	63.00	
Allbuild	Maintenance	78.00	Yes
K Carter	Cricket Club mower service	429.37	Yes

*** Confidential under the Data Protection Act