

# WANBOROUGH PARISH COUNCIL

Minutes of the Full Council Meeting held on Monday 28<sup>th</sup> February 2022 at 7.30pm at Wanborough Village Hall

**Present:** Bob Biggs (Chairman), Joe Smith, John Emmins, Dave Hayward, John Warr, Donna Stalker, Kathy Glanville, Gary Sumner

**In Attendance:** Angela Raymond (Parish Clerk) and 1 member of public

## Presentation from Bewley Homes in relation to their 5 house development at Ham Road, next to Wanborough Doctor's Surgery

A director of Bewley Homes attended the meeting to provide an update on the development site at Ham Road next to the doctor's surgery. He confirmed that they have submitted a revised application which includes a number of minor amendments, with some change of materials to be used and plot 2 roof has been reconfigured. Copies of the plans were presented to Parish Councillors. He confirmed that they plan to install bird and bat boxes. All 6 parking spaces will be retained to provide additional parking for the doctor's surgery, with a new path linking these parking spaces to the surgery.

A question was raised in relation to how the parking spaces will be monitored to ensure they are only used by those going to the surgery. He confirmed there will be a legal agreement in place, plus signage. The new houses will have sufficient parking provision so they will not need to use these spaces.

Questions were raised in relation as to how eco-friendly the new homes would be. He provided details of what they have planned which will be a high specification for the new homes to make them cheap to run.

Bob Biggs thanked him for attending the meeting and presenting his plans. He confirmed that the Parish Council would let him know if there are any further questions.

Minutes Ref:  
FC/02/22/

1. Apologies: Apologies were received from Mike Webster, Colin Offer and Richard Angwin and approved at the meeting.
2. Declaration of Interest: Gary Sumner declared an interest in the NEV planning applications.
3. Minutes:  
**Proposed:** Donna Stalker, **Seconded:** Kathy Glanville  
**Resolved:** The minutes of the full council meeting held on 24<sup>th</sup> January 2022 were unanimously approved; minutes signed by the Chairman as a true record.

## **THE MEETING WILL BE ADJOURNED FOR PUBLIC QUESTIONS**

*A resident attended to raise questions in relation to the Wanborough Traffic Calming Scheme. He asked if the Parish Council supported the scheme as per a recent post on Facebook.*

*Bob Biggs confirmed that Parish Council supported the principle that there is a need to do something on the High Street to reduce traffic and reduce speed, however the Parish Council is not convinced that the current proposal will do that and concerns have been raised. He stated that it is also disappointing that the Parish Council was not properly consulted on the final proposals having only just recently received the final plans.*

*Gary Sumner stated that there was a "drop in" meeting at the village hall in the previous week where around 50 residents attended. He confirmed that he was there for the whole time with SBC Officers and spoke to many who attended. He indicated that there was overwhelming support and a desire for this scheme for the village. Bob Biggs confirmed that he also attended and was hearing a different message. John Warr stated that he attended for a couple of hours and again like Gary Sumner he did not hear anyone who had any concerns. Gary Sumner stated that apart from around half a dozen people on Facebook, he is not aware of anyone who doesn't support this scheme.*

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Gary Sumner confirmed that he has met with several residents along the High Street to discuss their concerns and minor amendments have been made to the scheme to accommodate those concerns; all these residents now support the proposal. It is a fully-funded project that will deliver a much needed traffic calming scheme to prevent rat running through the village. Clerk confirmed that concerns have been dealt with at the Callas Hill end of the High Street but there are still concerns from residents living nearer to Rotten Row roundabout. Gary Sumner stated that SBC Officers have reviewed this and replied to the resident confirming that they will have sufficient space to access their driveway. A resident asked the Ward Councillor if he feels he's able to carry out both jobs. Gary Sumner stated that it's not unusual for Councillors to have two jobs and many Councillors do have more than two jobs; he didn't see it as a problem and felt that he was working hard for the community.

## 4. Report from Ward Councillor.

Gary Sumner provided a verbal update including:-

- Wanborough Road – He will ask SBC Highways to present a briefing to Parish Council on this, which means that the Council don't need to contact them directly as he will arrange it with SBC Officers.
- LED Lighting – He has asked for some of the brighter lights to have a shield put on them.
- Openreach – By mid-March, the first homes should be connected to fibre. Foxhill fibre for about 49 homes will be in the new scheme.
- 20mph zones within the village – He confirmed that he has already discussed this with Bishopstone PC and they have recently carried out a survey asking residents if they want these 20mph zones in the village. He asked if this is something Wanborough would be interested in. It was agreed to add to the agenda for the next meeting and Clerk will contact Bishopstone to gain a copy of the survey questions.

A question was asked in relation to the wall in front of the cottage at the bottom of Pack Hill and who was paying for it. Gary Sumner confirmed that he would assume it is within the SCR budget but he didn't know how much it cost and how it's being paid for.

## 5. Planning:

### 5.1 To consider Planning Applications received:

**S/AMEND/22/0202** - Croft Yard Ham Road - Non-material amendment to previous permission S/19/1732 concerning changes to approved materials and details.

Bob Biggs confirmed that the applicant had confirmed earlier in the meeting that a full application for this is likely as SBC have confirmed that a non-material amendment is not sufficient.

**Resolved:** Parish Council unanimously agreed to raise no objection but will wait to see the full application before submitting comments.

### 5.2 To consider Revised Planning Applications received:-

**S/OUT/20/0160** - Land At Foxbridge Village New Eastern Villages (South of SCR) - Outline application for mixed use development comprising up to 358 dwellings and a mixed use hub of up to 1,550sqm (use classes A1/A2/A3/A4/A5 and D1) with associated works. Details of the access from the Southern Connector Road to be determined with all other matters reserved (Revised details).

John Warr raised the issue of the number of documents to review, how the Parish Council copes and whether the Council should nominate someone to specialise in each of these applications and report back to the Council.

Clerk confirmed that this is a revised application so the previous submissions from Parish Council need to be considered when reviewing all the revised documents, which are all listed at the top.

Clerk confirmed that the Foxbridge North proposal has been refused, so the main issue with Foxbridge South is that it will be unsustainable without the facilities planned within Foxbridge North.

**Resolved:** After a discussion Parish Council unanimously agreed to object to the application stating that without the facilities within Foxbridge North this application should not be considered. Both Foxbridge sites, North and South, need to be considered together. In addition Parish Council unanimously agreed to resubmit their previous objections as nothing has changed in the revised plans to take those objections into consideration.

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## 5.3 Notification of Planning Consent:

**S/HOU/21/1970** - Autumn View Kite Hill - Alterations to boundary treatment including the erection of new brickwork piers to the driveway access, trellis fencing and pergola framing, together with perimeter hedge planting to southern boundary.

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

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

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

Clerk's report was circulated to all Councillors and available to view in the appendix to the minutes. Bob Biggs highlighted and confirmed the meetings due to be held in March 2022, confirming the Hooper's Field meeting has been moved to a week later and there is an additional Planning, Finance & Policy meeting on the 14<sup>th</sup> March 2022.

## 7. SBC's Wanborough Traffic Calming Scheme

7.1 Bob Biggs confirmed that he was disappointed that Parish Council had not been properly consulted on the final plans for the Wanborough Traffic Calming Scheme. He confirmed SBC Officers had apologised that at the online meeting, stating that due to covid-19 and staff changes they failed to provide the information that they should have done. However, even with the apology, he felt that Parish Council should request a full review of the process and how SBC arrived at the final plans and what procedures need to be reviewed to ensure this doesn't happen again.

Gary Sumner stated that holding consultations during covid-19 is not easy as massive events were not possible. Lessons have been learned and SBC Officers have admitted things could have been done better, which is regrettable and they have apologised. He stated that it is a fully-funded scheme that will deliver a much needed traffic calming scheme through the High Street and if the opportunity is not taken now there will not be any further funding available. Residents who had concerns have been met on site, with changes made to the scheme to accommodate this, so there are no further concerns.

Gary Sumner confirmed that he was not aware that SBC Officers had not physically met with Parish Council on site with meetings only online. Dave Hayward confirmed that Parish Council had requested onsite meetings several times with SBC Officers to discuss the scheme but SBC refused, stating that due to covid-19 they were not able to meet with them. Dave Hayward confirmed that Parish Council support the need for traffic calming but raised a number of concerns with the current scheme.

John Warr stated that he was disappointed with the lack of consultation and it all seems a bit rushed. He has reviewed the scheme; there is the issue now with the buildouts at Callas Hill being removed as to whether the new proposal for gates will actually slow traffic down coming into the village, as data from the speed camera shows traffic speed can be high in this area. However, other than this, overall he felt the scheme good. He would like to see an additional 30mph speed sign repeater sign after the gates on entering the village.

The issue of the entrance to the new compound was discussed. Joe Smith stated that the location agreed was not good, as there is a gateway to the field that should have been used instead. Gary Sumner stated that the location was requested by the land owner as they did not want the other gateway to be used due to safety reasons.

John Warr asked Parish Council to support the scheme. Bob Biggs confirmed that as work has started a couple of weeks previously it would appear that SBC are not interested in Parish Council's views either way on this, he did however feel that Parish Council should agree to request a review of their procedures.

**Action:** To ask SBC to add a 30mph repeater sign after the entrance gates at the bottom of Callas Hill and to ask SBC to include cleaning and tidying up the chicane on entering the village after Horpit / Burycroft crossroads. Bob Biggs to request a full review of the process and procedures for this scheme and to raise it at the next Clerks & Chairs' meeting.

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## 8. SBC's Southern Connector Road (SCR) Community Engagement Plan

This relates to the Archeology found as a result of the surveys carried out along the Southern Connector Road.

**Action:** Clerk to ask SBC if they can attend the Annual Parish Assembly on 9<sup>th</sup> May 2022 and present their findings to residents.

## 9. Footpaths & Village Maintenance

9.1 Proposed by Kathy Glanville, seconded by Joe Smith; Minutes of the Footpaths & Village Maintenance Committee meeting held on 7<sup>th</sup> February 2022 were unanimously ratified.

9.2 Defibrillator – Clerk confirmed that a resident has offered to donate a defibrillator to Parish Council. It was suggested that it could be located in the phone box at Foxhill, but the phone box will need some work doing to it first.

**Resolved:** Parish Council unanimously agreed to install the defibrillator at Foxhill.

**Action:** Clerk to look into costs of refurbishing the phone box.

## 10. Queen's Platinum Jubilee

10.1 Clerk provided an update on the progress with the organisation of the village Platinum Jubilee event on Friday 3<sup>rd</sup> June 2022 which will be held in conjunction with the Wanborough Beer Race.

## 11. Finance

11.1 Handyman monthly payments – Bob Biggs confirmed that now the Handyman is self employed he submits his monthly timesheet to the Parish Clerk, however due to a timing issue these are often received after the Parish Council meeting and in order to ensure there isn't a delay in paying him the Clerk needs to pay him prior to Parish Council approving the monthly payments. Bob Biggs asked the Parish Council to allow the Clerk to process the Handyman's monthly payment prior to the Parish Council meeting.

**Resolved:** Parish Council unanimously agreed to give the Clerk delegated power to approve Handyman's monthly payment prior to the Parish Council meeting.

## 11.2 Payment Schedule for February 2022

To approve the payment schedule for February 2022

**Proposed:** Kathy Glanville, **Seconded:** John Emmins

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

Parish Council	£4,746.45
Direct Debit	£6.00
Hooper's Field	£659.00

## 11.3 Monthly Cash Flow Statement

To approve the monthly cash flow statement showing the total spend to date per budget heading and the balance remaining as at February 2022.

**Proposed:** Dave Hayward, **Seconded:** Joe Smith

**Resolved:** The monthly cash flow statement for February 2022 was unanimously approved.

Meeting closed at 9.25pm

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## CLERK'S REPORT

28<sup>th</sup> February 2022

### 1. Hooper's Field Sports Facility

- a. Chubb Fire have carried out the Fire Alarm Service
- b. Sewage Drain Service has been carried out
- c. Annual PAT testing, quote from electrician received and this will be carried out soon.
- d. Driveway completed, however soon afterwards some damage due to floodwater occurred. I have asked the contractor to look at this and repair. I will check tomorrow.
- e. Water Irrigation System – Bowls Club – Contract renewed for another year.
- f. I have applied for another covid-19 grant which has been accepted - £2.6k received.

### 2. Footpaths & Village Maintenance

- a. Grass cutting contractor has confirmed he will re-start mid-March, subject to ground conditions. This is their 2<sup>nd</sup> year of a 3 year contract.
- b. Contractor has finished outstanding hedge cutting work – I'm due to check work over next few days.
- c. Handyman continues with his winter maintenance. There are a number of tree branches that need clearing / sorting after the recent storms.

### 3. Parish Deeds (Transfer of Services)

- Meeting has been confirmed for Thursday 10<sup>th</sup> March 09.30am to 11am – Teams invite forwarded to Footpaths, Village Maintenance Committee.

### 4. Clerk Forum meeting – 24<sup>th</sup> Feb

SBC cancelled this meeting, hopefully they will re-schedule in near future.

### 5. Future Meetings

- NEV Liaison Meeting – Monday 7<sup>th</sup> March – 2pm – Bob & Dave
- Parish Deeds – Thursday 10<sup>th</sup> March – 9.30am – F&VM committee
- Swindon Local Councils Forum – Tuesday 10<sup>th</sup> March – 7pm – Civic Offices - Bob
- Hooper's Field Committee – Monday 14<sup>th</sup> March 2022 – Colin Offer cannot make this date so meeting will be moved to 21<sup>st</sup> March provided he can make this date. I am waiting to hear back from him.
- Planning, Finance & Policy Committee – Propose to use 14<sup>th</sup> March for an additional meeting.
- Full Council – Monday 28<sup>th</sup> March 2022

## 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	

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			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.  Gary Sumner confirmed that this will be dealt with as part of the traffic calming scheme.	
July 20	Wanborough Traffic Calming	Clerk	Revised plans – to be discussed at Feb 22 meeting	
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	Warneage Green	Clerk	Resident has extended their garden onto Council owned land behind their property.  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.  PC to discuss as part of Parish Deeds review.	

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## Bacs Payment Schedule

### February 2022

Payment to	Reason	Amount	VAT Included
Mrs A J Raymond	Salary	***	
Wiltshire Pension	Pension	444.22	
St Andrew's Church	Lyden - Feb	250.00	
Mrs A J Raymond	Re-imburse Expenses	42.40	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	
Mr C Offer	Parish Councillor Allowance	***	
Mr W J Smith	Parish Councillor Allowance	***	
Mr R Biggs	Parish Councillor Allowance	***	
Mr D Hayward	Parish Councillor Allowance	***	
Mr G Sumner	Parish Councillor Allowance	***	
Ms K Glanville	Parish Councillor Allowance	***	
Mr J Emmins	Parish Councillor Allowance	***	
ID Mobile	Mobile Phone	6.00	Yes
Allbuild	Maintenance	126.00	Yes
Solutions Contract Cleaning	Cleaning	78.00	
Allbuild	Hooper's Field driveway repairs	7,008.00	Yes
Pump Supplies	Annual Service	408.00	Yes
Whelan Irrigation	Bowls Irrigation Contract	618.00	Yes

\*\*\* Confidential under Data Protection Act

Councillor Allowance for 2021/22 - £220, Chairman's Allowance - £659.