

WANBOROUGH PARISH COUNCIL

Minutes of the Full Council Meeting held on Monday 28th June 2021 at 7.30pm at Wanborough Village Hall

Present: Bob Biggs (Chairman), Mike Webster (Vice Chairman), Dave Hayward, Donna Stalker, Colin Offer, Joe Smith, John Emmins, John Warr.

In Attendance: Angela Raymond (Parish Clerk).

Minutes Ref:
FC/06/21/

1. Apologies : Apologies were received from Kathy Glanville, Richard Angwin and Gary Sumner.
2. Declaration of Interest Dave Hayward declared an interest in item 9 as he rents an allotment.
3. Minutes:
Resolved: The minutes of the full council meeting held on 17th May 2021 were unanimously approved; minutes signed by the Chair as a true record.
4. Annual Parish Assembly
The Annual Parish Assembly was held on Monday 24th May 2021. Bob Biggs thanked the Councillors who attended and presented their reports. He confirmed that since the meeting the presentation had been put on the Parish website and it was good to receive positive feedback from residents.

THE MEETING WILL BE ADJOURNED FOR PUBLIC QUESTIONS.

No public questions received

5. Report from Ward Councillor
No report received
6. Planning
 - 6.1 To consider Planning Applications received:

S/HOU/21/0807 3 Yonder Way - Erection of a two storey side extension.
Resolved: Parish Council unanimously agreed to raise no objection.

S/HOU/21/0770 - Hill Lodge Church Road, Upper Wanborough - Erection of single storey side extension, entrance gates and associated piers / flanking walls.
Resolved: Parish Council unanimously agreed to raise no objection.

S/COND/21/0885 - Redlands Eastern Villages - Discharge of condition 40 (Thames Water - Water Supply) from previous outline permission S/OUT/16/0021.
Resolved: Parish Council unanimously agreed to raise no objection to the application subject to the addition of a connection of water for the allotment site.
 - 6.2 Notification of Planning Applications that have received consent

S/19/1732 - Land At Croft Yard Ham Road - Erection of 5no. dwellings and associated works. A question was raised in relation to when SBC are likely to name the road for the new development.
Action: Clerk to e-mail Planning Officer to find out how and when the road will be named.

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6.3 Other Planning

6.3.1 NEV Liaison Meeting held on 7th June 2021. Notes from the meeting were circulated to all Councillors; Dave Hayward, Bob Biggs and Clerk attended. It was confirmed that SBC have agreed another meeting on 19th July 2021 to follow up on a number of action points.

6.3.2 The Government 2023 Boundary Review – Initial Proposals for new Parliamentary constituency boundaries.

A discussion took place which included confirmation that this is for Parliamentary constituencies only and Wanborough would still be part of Swindon Borough Council.

Resolved: Parish Council unanimously agreed not to submit any comments for this boundary review.

6.3.3 Inlands Farm Planning Appeal Inquiry – Dave Hayward and John Warr provided an update on the Inlands Farm Planning Appeal. There is due to be a second session from 7th to 9th September 2021 for 3 days to discuss Highways England objection to Phase 2 and also to discuss outstanding matters with the Environment Agency in relation to a foul water assessment.

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

Clerk's report and an update on action points circulated to all Councillors and in an appendix to the minutes.

7.1 SBC's Clerk's & Chairs meeting held on 22nd June 2021. Parish Clerk attended the meeting. Bob Biggs apologised for being a bit late in joining that meeting.

There are two main actions from the meeting:

- Susie Kemp (SBC Chief Exec) & David Rennard (SBC Leader of the Council) gave a presentation on what is involved if SBC carry out a "Governance Review". Susie Kemp asked all Parish Councils to let her know by the end of July 2021 if they would support a "Governance Review" and whether it should be for the whole Parish or just certain areas.

Parish Council discussed a "Governance Review" especially in relation to the New Eastern Villages. They are aware the South Marston Parish Council fully support a review and are requesting that all areas south of the A420 (within their Parish) be allocated within a new Parish Council. Parish Council therefore felt it was important that they are involved in any arrangements and discussions for a "Governance Review" if SBC decide to carry one out for the NEV. Parish Council also agreed that the "Governance Review" should not just be about changing the boundaries, it needs to include whether there will be a transitional period, the impact on the Parish with the proposed new development and what support and funding will be provided. Parish Council agreed that they want to be included in any discussions early on.

Action: Clerk to feedback Parish Council's comments to Susie Kemp

- Proposed new Swindon Borough and Local Council Protocol – Bob Biggs confirmed that the proposed new protocol has been circulated to all Councillors. He realised that Councillors would not have had time to read it all for the meeting and therefore confirmed that this would be on the agenda for next meeting.

Action Clerk to add to the agenda for the next meeting

8. Footpaths, Village Maintenance

8.1 **Resolved:** The minutes of the Footpaths & Village Maintenance Committee meeting held on Monday 7th June 2021 were unanimously ratified.

8.2 The Wiltshire Wildlife Trust's agreement to restore the Pond at Hooper's Field. Parish Council discussed Wiltshire Wildlife Trust's agreement, confirming that not only will they fund the restoration they will provide a 15 year management plan.

Resolved: Parish Council unanimously agreed to sign and approve Wiltshire Wildlife Trust's agreement.

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8.3 Lower Recreation Field – Play Area refurbishment – The final inspection has been received. Wicksteed has confirmed official completion and sign off for the play area.

9. Allotments

9.1 **Resolved:** The minutes of the Allotment Committee meeting held on Monday 14th June 2021 were unanimously ratified.

10. Hooper's Field Expansion Project

10.1 **Resolved:** The minutes of the Hooper's Field Expansion Project Committee meeting held on Monday 21st June 2021 were unanimously ratified.

11 Finance

11.1 A copy of the Internal Audit Report for the financial Year to 31st March 2021 was circulated to all Councillors. Clerk confirmed that the report is now available to view on the Parish website, along with a copy of the AGAR which has been submitted to the External Auditor.

11.2 George Gibbs Grant. Bob Biggs confirmed that due to covid-19 Wanborough Primary School are not able to carry out their usual George Gibbs presentation. They have therefore asked if the grant for £300 could be used to purchase a small gift for all the year 6's.

Resolved: Parish Council unanimously approved the proposal.

11.3 Payment Schedule for June 2021

The payment schedule for June 2021

| | |
|-------------------------------|------------|
| Parish Council total payments | £48,074.70 |
| Parish Council direct debit | £16.38 |
| Hooper's Field total payments | £1,857.29 |

Resolved: Donna Stalker proposed, John Emmins seconded; monthly payment schedule for June 2021 was unanimously agreed.

11.4 Monthly Cash Flow Statement

The Cash Flow Statement for June 2021

Resolved: Joe Smith proposed, Donna Stalker seconded; monthly cash flow statement for June 2021 was unanimously agreed

Meeting closed 9.25pm

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Clerk's Report

1. Hooper's Field Sports Facility

a. Bookings of the facility that have been confirmed:-

- Swindon Spitfires (Ladies playing Sunday afternoons) have signed their agreement for football season 2021/22
- Siddington FC (Men's playing on Saturday afternoon) have signed their agreement for football season 2021/22.
- Zumba has re-commenced one of the keep fit classes on a Thursday morning
- Outdoor keep fit class has started on the sports field on a Sunday morning
- Junior Triathlon club have booked Hooper's Field sports field for two Sunday's fitting in around Cricket fixtures. They are pleased to have use of the facility and are keen for further dates but it is difficult to find any available dates.

b. For the outdoor fitness class and triathlon bookings where they don't need access to the Pavilion. They have been charged £8 per hour.

c. New flag has been purchased and installed on flagpole at HF.

d. The electrician has carried out a fixed wire testing at Hooper's Field on 22nd & 23rd June, just waiting to receive the report.

2. Footpaths & Village Maintenance

a. Village Handyman is concentrating on strimming all the footpaths within the main area of the village. Allbuild have cut shrubbery along some of the further out rural footpaths. Due to weather conditions shrubbery is growing fast and it is a task to keep it will cut and footpaths open.

b. I have received a number of complaints about the height of vegetation around the village rural junctions. Highways verges are still SBC's responsibility, however as SBC do not seem to be doing them we have had to cut back some of the junctions that are worst affected.

3. Planning Enforcement

a. A resident has reported a neighbour extending their garden out onto Council owned land next to a footpath on Warneage Green. This has been reported to SBC Planning Enforcement.

4. Wanborough Traffic Calming

a. The following update has been received from SBC Officer:-

The detailed designer is to be appointed in July 2021 and once we have received their design programme I will arrange a meeting with the designers and the Parish Council to ensure early engagement. I will be in touch towards the end of July on this matter to give you an update.

5. SBC Highways

a. The new sign at the end of Stanley Close has now been installed to include "Leading to Adam's Meadow".

b. The drain water leak at the top of Kite Hill has been reported – SBC Highways have confirmed that they are due to dig up the road in August (they need to close the road for this) to check whether the Gas works have damaged any of the pipes.

6. Telephone Box – High Street

a. E-mail has been sent to Bristol Diocese and BT Phoneboxes, confirming that due to the cost set out by Bristol Diocese, Parish Council have agreed that they will not be able to adopt the telephone box on the High Street.

7. Finance

a. The AGAR and supporting documents for the financial year to 31st March 2021 have been submitted to the External Auditor.

8. Future Meetings

- a. Hooper's Field Committee Meeting – Monday 19th July 2021
- b. Full Council Meeting – Monday 26th July 2021
- c. Clerk's Forum meeting – 22nd July 2021

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Clerk is on annual leave w/c 12th July 2021 & 21st July 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. 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 | 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. | |

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| 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. Land registry shows land is unregistered. | Completed |

Bacs Payment Schedule

June 2021

| Payment to | Reason | Amount | VAT Included |
|--------------------------------|-------------------------------------|-----------|--------------|
| Mrs A J Raymond | Salary | *** | |
| Wiltshire Pension | Pension | 504.02 | |
| Mr S Astbury | Handyman | *** | |
| Mr S Astbury | Re-imburse costs | 95.74 | Yes |
| St Andrew's Church | Lyden – June 21 | 250.00 | |
| Mrs A J Raymond | Re-imburse costs | 874.99 | Yes |
| Mr D Clay | WiFi - Village Hall | 25.00 | Yes |
| Idverde Ltd | Grass cutting - 3rd payment | 1,048.17 | Yes |
| Allbuid | Waste Collection & Village Maint | 300.00 | Yes |
| Allbuid | Install dog bin - Green Lane | 60.00 | Yes |
| St Andrew's Church Flower Club | Grant | 100.00 | |
| George Gibbs | Annual Grant | 300.00 | |
| Wanborough VH | Annual Maintenance Grant | 600.00 | |
| St Andrew's Church | Churchyard Maintenance Annual Grant | 950.00 | |
| WALC | Councillor Training x 1 | 36.00 | Yes |
| HMRC Tax & NI | Tax & NI April - June 2021 | 1,560.97 | |
| Mrs D Rendell | Re-imburse costs storywalk | 6.50 | Yes |
| Darkin Miller Ltd | Internal Audit | 362.62 | Yes |
| Wicksteed | Lower Rec Play Area | 39,000.00 | Yes |
| Francis Andrew Plumbing | Repair of outside water trough | 124.48 | |
| ID Mobile | Mobile Phone | 16.38 | Yes |
| Idverde | Maintenance Contract - 3rd payment | 1,073.83 | Yes |
| Solutions Cleaning | April & May | 168.00 | |
| Chubb | Fire Extinguishers service | 170.41 | Yes |
| British Gas | Gas | 242.65 | Yes |
| Southern Electric | Electric | 202.40 | Yes |

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