

# WANBOROUGH PARISH COUNCIL

Minutes of the Full Council Meeting held on Monday 28<sup>th</sup> March 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 (arrived at 8pm), Colin Offer and Richard Angwin

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

Minutes Ref:  
FC/03/22/

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

## THE MEETING WILL BE ADJOURNED FOR PUBLIC QUESTIONS

4. Report from Ward Councillor  
Gary Sumner confirmed that a meeting has been arranged to discuss the delivery of Wanborough Road works; the meeting will be held at the Village Hall on Wednesday 30<sup>th</sup> March 2022. He confirmed that the contractors, Conlon, will be attending along with SBC Officers from Streetworks to discuss practical arrangements such as diversions and closures.  
There was a long discussion between Parish Councillors and Gary Sumner about the proposed scheme on Wanborough Road, including the outstanding points raised by Parish Council as a result of the onsite meeting attended by Dave Hayward and Joe Smith, and the lack of communication and consultation.  
Bob Biggs stated that SBC Highways have not provided a response to any of the points raised by Parish Council since the onsite meeting and it now appears work has been approved.  
Gary Sumner confirmed that SBC Highways have already confirmed that street lights are needed for safety reasons; he was not aware of any other outstanding points. He also stated that the proposed works on Wanborough Road will not be carried out by SBC, they will be carried out by the developer for Redlands as it's a requirement of their planning consent. Parish Council confirmed that as part of the S106 agreement for Redlands it states that the developer will need to install a new footpath along Wanborough Road, it doesn't state anywhere that there will be street lights; this is something SBC Highways have requested.  
John Warr stated that Parish Council were not fully consulted on the Wanborough Traffic Calming and finds it disappointing that once again Parish Council are not being properly consulted on the Wanborough Road proposals. He said that Wanborough needs to keep its village identity and street lights along Wanborough Road will connect Wanborough to Swindon.  
Parish Council confirmed that they will attend the meeting but stressed their disappointment at the short notice and lack of consultation.  
Gary Sumner confirmed that Parish Council need to consider the practicalities and impact on the village as there will be closures along Wanborough Road while the work is carried out; these closures are planned during the school holidays (August). A discussion took place in relation to the additional traffic on Church Road, with the signage requirements etc that will be needed.  
  
Gary Sumner confirmed that the first gigabit fibre connections are now being installed in the village, with the first areas being on Kite Hill, Magdalen Road and The Beanlands.

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## 5. Planning:

### 5.1 To consider Planning Applications received:

**S/COND/22/0411** - Lotmead Site, New Eastern Villages - Discharge of conditions 9 (Phasing) and 10 (Character Area Design Code) from Outline Planning 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; improvements to Wanborough Road and associated works.

**Resolved** Parish Council agreed to raise the following objections:-

#### Discharge of Condition 9 - Phasing

- The applicant has provided details of the phasing of all the development sites within the Lotmead site, but gives no indication when the two main roads to the north towards the A420 will fit in with the phasing. There needs to be some indication as to when these two main primary roads will fit in with the phasing of the Lotmead site. If these road links are not going to be in place at an earlier phase within the Lotmead development, it will result in a considerable number of vehicles having to use the Southern Connector Road, which only goes towards Commonhead Roadabout; they will not have any access to the A420 to ease the burden on Commonhead. This condition should not be discharged until this information is included.
- Due to the whole of the New Eastern Villages development sites coming forward out of phase to what was planned within SBC's Local Plan 2026, this is will have an impact on Wanborough and surrounding area. Great Stall East & West should be built prior to Lotmead, Redlands & Foxbridge, but instead sites off Wanborough Road are being built first. This will have a detrimental impact on Wanborough village, with an increase in traffic and increase in the use of facilities such as public open spaces, sports facilities and schools.
- The phasing states that some of the key facilities such as the sports hub are not being developed until phase 7; this is very late in the development and after a considerable number of dwellings have been built. It is clear that the Lotmead site will have to rely on facilities outside of the site for a considerable number of years before anything within the NEV is available. This doesn't make the NEV sustainable and will have a huge impact on Wanborough Village.

#### Discharge of Condition 10 - Character Area Design Code

The only document available to view for this discharge of condition is the Design Code for "Wanborough Green", there doesn't appear to be any information on other areas within the application site. The condition 10 relates to the whole of Lotmead development site so surely to discharge this condition the information for all sites must be needed prior to discharge.

Parish Council would like to make the following objections / concerns in relation to Phase 1 Design Code - Wanborough Green:-

- The overall proposed density of the site is much higher than that agreed as per SBC Local Plan NEV SPD. The document talks about a density of up to 45dph, however the document also mentions up to 50dph. Phase 1 is within close proximity of the scheduled monument, plus bordering open countryside, so the density of the dwellings within this site should be considerably lower than is currently being proposed.
- Similarly, the design code states that there will be up to 3 storey builds within phase 1. This is contrary to SBC's Local Plan NEV SPD for this site. All dwellings / buildings should be no more the 2 storeys.
- Phase 1 - Wanborough Green was originally planned for 200 dwellings; the design document mentions 287. It is clear with the proposed increased proposed density and height of buildings the applicant is trying to fit in too many dwellings in a site that is in such a sensitive location, next to the scheduled monument and open countryside. Parish Council strongly object to the proposed increase in density, building height and number of dwellings now being proposed for this site.
- Without the design code for the whole Lotmead site it is difficult to see how footpaths, cycle paths and bus routes will all work together. Further information is needed before this condition can be discharged.

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**S/22/0370** - White Hart & Gable Cross Junctions - Installation of public art sculptures and associated landscaping. Bob Biggs confirmed that this is not actually within Wanborough Parish, but the Parish Council has been consulted on the application. The plans were presented to representatives of Parish Council and there was agreement in principle to the plans.

**Resolved** Parish Council unanimously agreed to raise no objection.

**S/LDP/22/0264** Certificate of Lawfulness (Proposed) - Longview House 64 Church Road - for the erection of a detached garden office.

**Resolved:** Parish Council unanimously agreed to raise no objection.

## 5.2 Notification of Planning Consent:

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

## 5.3 Other Planning:-

5.3.1 Clerk provided a verbal update on the NEV Liaison Meeting held on Monday 14<sup>th</sup> March 2022. The main points included:-

- Development north of A420 – waiting to receive the discharge of conditions applications;
- Redlands – Spine road and reserved matters for 160 dwellings discharge of conditions have been approved;
- Lotmead – Starting to receive discharge of conditions applications;
- Toy R Us – Will be the new site for Go Outdoors;
- Southern Connector Road – Final phase 2b discharge of conditions – one final application is still being validated as further information has been requested;
- The Symmetry Park road access – Supreme Court hearing is due to be held on 12<sup>th</sup> July 2022.

In addition SBC confirmed that there is due to be another “Regulation 19” consultation for SBC’s Local Plan Review to 2036 in December 2022. Gary Sumner confirmed that this is correct; as a result of a site being removed in Highworth the Local Plan needs to be reviewed to ensure it is “sound” and then there will be a further consultation later in the year.

Bob Biggs also confirmed that S106 funding was discussed and Parish Council have now received a letter. He felt that the Hooper’s Field Project Committee should review this letter first and provide their feedback.

## 6. 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.

Bob Biggs confirmed that a volunteer is needed to represent the Parish Council at the South Rural Community Safety Group and asked Richard Angwin would be willing to attend. Richard Angwin confirmed he would be interested.

## 7. SBC Parish Deeds – Transfer of Services

7.1 Parish Council met with SBC Officers to discuss Parish Deeds on 10<sup>th</sup> March 2022. Clerk confirmed that SBC Officers just ran through the points raised by Parish Council, they didn’t really have any answers but SBC Officers agreed to look into what was discussed. SBC confirmed that it is likely to be near the end of 2022 before they will be able to carry out a review of the Deeds.

## 8. Swindon Local Council’s Forum

8.1 Bob Biggs attended the meeting on 10<sup>th</sup> March 2022 and gave a verbal update. He confirmed that the Forum is still no closer to getting SBC to adopt the “Swindon Borough and Local Council Protocol”. He stated that this was disappointing given the number of problems that are being experienced with communication and lack of consultation. The two representatives on the Standards Committee will remain the same. Blunsdon PC gave a presentation on “Is your Parish Healthy” and what the physical activity levels and needs are within each Parish. He confirmed the annual subscriptions will remain the same for the next financial year. There was an update on the “Town Deal Board” and the projects they are working on.

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## 9. Planning, Finance & Policy Committee

### 9.1 **Proposed** Joe Smith **Seconded** Dave Hayward

**Resolved** The minutes of the committee meeting held on 14<sup>th</sup> March 2022 were approved.

John Warr asked if the review of the committee structure will take place prior to the May 2022 meeting. Bob Biggs confirmed that due to the number of recent meetings it is not going to be possible to fit this in; a review will have to be carried out later in the year.

### 9.2 Communications Policy as recommended by the committee

#### **Proposed** Joe Smith **Seconded** Dave Hayward

**Resolved:** Parish Council unanimously agreed to adopt the Communications Policy.

## 10. Hooper's Field Committee

### 10.1 **Proposed** Dave Hayward **Seconded** John Emmins

**Resolved** The minutes of the committee meeting held on 21<sup>st</sup> March 2022 were approved.

### 10.2 Hooper's Field driveway - Clerk confirmed that the feedback from the Hooper's Field Committee meeting was forwarded on to the contractor but he had been unable to provide further quotes prior to the meeting so this item on the agenda will be deferred until the next meeting.

## 11. SBC Highways

### 11.1 20mph speed limit zones within Wanborough Village.

Gary Sumner confirmed that SBC are looking for sites that would benefit from 20mph speed limit zones. He confirmed they cannot be on main route or a bus route; suggestions he has received so far are areas around Doctor's surgery and near Stacey's Lane. SBC's deadline is 24<sup>th</sup> June 2022.

After a discussion it was agreed that Gary Sumner, Kathy Glanville and John Warr would compile a short 8 -10 questions on Survey Monkey to gain feedback from residents. Details of survey to be included in the Lyden and Parish Council's website and Facebook page.

## 12. Fox Hunting within the Parish

### 12.1 Richard Angwin confirmed that the reason he had asked for this item to be added to the agenda was that it had been brought to his attention that there was an recent incident in Horpit.

Joe Smith stated that fox hunting is illegal, there isn't fox hunting in the Parish and this is not a matter for Parish Council.

Richard Angwin disagreed and felt that the Parish Council should be doing more to prevent illegal fox hunting in the Parish, and this could be done by writing to local landowners and to local hunts active in the area.

Bob Biggs stated that care was needed as no-one could be accused without evidence and the appropriate channels should be used; it is a police matter if there is anything illegal.

After a discussion it was agreed to include an article in the Lyden confirming what the Police Rural Crime Unit do and how residents can report anything they witness to them.

## 13. Annual Parish Assembly

### 13.1 Annual Assembly is due to be held on Monday 9<sup>th</sup> May 2022. Parish Council have met with Headlands and SBC Officer who confirmed that they would be able to attend to provide a presentation on the archaeological finds during the SCR works. Presentation will be from 7pm to 8pm. Lyden magazine have offered to do a presentation. It was agreed to invite the local PSCO. This will then be followed by reports from Chairs of Committees. Clerk asked Councillors to send their reports to her as soon as possible.

## 14. Queen's Platinum Jubilee

### 14.1 Clerk provided an update on the Village Jubilee event on Friday 3<sup>rd</sup> June 2022. A small group of volunteers are currently planning the event, with the plans are going well. The Beer Race will now start and finish at Church Meadow, which will make arrangements easier.

A discussion took place in relation to the beacon. Clerk confirmed that the cost to make a beacon would be expensive, so this would depend on whether funding could be gained.

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15. Assistant Clerk – Job Specification

15.1 Assistant Clerk Job Specification and job vacancy advert was circulated to all Councillors. Parish Councillors voted 9 in favour, 1 abstained.

**Resolved:** Parish Council approved the Assistant Clerk Job Specification and agreed that the vacancy could now be advertised.

16. Finance

16.1 Parish Council noted National Association of Local Council's (NALC) correspondence and increased pay rates from 1<sup>st</sup> April 2021.

16.2 Bob Biggs confirmed that the staffing committee have agreed to pay the Parish Clerk for some of the unused holiday entitlement for 2021/22 and for the balance will be transferred to 2022/23.

**Resolved:** Parish Council approved staffing committee recommendation.

16.3 To approve the payment schedule for March 2022:

**Proposed:** Dave Hayward, **Seconded:** Donna Stalker

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

Parish Council	£8,054.39
Direct Debit	£6.00
Hooper's Field	£2,524.27

Meeting closed at 9.35pm

# WANBOROUGH PARISH COUNCIL

## CLERK'S REPORT

28<sup>th</sup> March 2022

### 1. Planning

Two additional application received since agenda was published as follows:-

**S/HOU/22/0218** – 2 Manor Orchard – Erection of a single storey side and rear extension and porch to front

**S/RES/22/0397** – Redlands Farm – Erection of utilities substation – reserved matters

### 2. Hooper's Field Sports Facility

a. Annual PAT testing has been completed.

b. A theft was reported by Siddington FC on 12<sup>th</sup> March, wallet, cards and phone stolen from a car parked in the car park. This is been reported to the police. I have also reported it to PSCO Emma Harriman (Neighbourhood Police Team). I have also informed all clubs.

### 3. Footpaths & Village Maintenance

a. Village clean up 17<sup>th</sup>, 18<sup>th</sup> & 19<sup>th</sup> March went very well, 4 volunteers on both 17<sup>th</sup> & 18<sup>th</sup> March at Foxhill and Lower Wanborough (mainly Wanborough Road), 16 volunteers on 19<sup>th</sup> March. Massive load of rubbish collected which was collected and moved to Hooper's Field. Allbuild then collected on Monday 21<sup>st</sup> March.

b. First village community walk – Friday 25<sup>th</sup> March.

c. The Beanlands Pond – work has now started to restore this pond on Sunday 20<sup>th</sup> March, work will continue mainly to clear and tidy up the surrounding vegetation. The actual pond will be left to see what happens after allowing a bit of light in. The plan is in the autumn to clear a third of the pond. This is what has been recommended to us by Wiltshire Wildlife Trust.

d. The Hollow, Protected Verge – Anita, Dave and myself met with one landowner to discuss the verge, he seemed happy for a new fence to be installed provided he has one access point that's wide enough. Further meeting to be organised with Fairhurst Estate.

### 4. Drainage problem on Rotten Row

a. An ongoing problem on Rotten Row in front of Pebblestones, three residents in this area have contacted me recently stating that since the flood mitigation work was carried out surface water flooding has been worse for them. I have forwarded messages SBC Officer who has replied confirming they will get their operations team to investigate.

### 5. SBC Highway – High Street

a. SBC have confirmed that the High Street will be closed from 6<sup>th</sup> to 8<sup>th</sup> April for the Wanborough Traffic Calming work. I have asked what will happen about the bus service, but it just ended up becoming a dispute over whether the bus goes along Wanborough Road.

### 6. Rodway Sculpture

a. Kathy and I met with the artist and contractor to discuss installation of the pad and location of the sculpture. The plan is to install the sculpture during May half term in the run up to the Queen's platinum jubilee, this works best for the contractor as hopefully the ground conditions will be better to install the pad.

### 7. South Rural Community Safety Group

PSCO Emma Harriman (Neighbourhood Policing Team) have confirmed they want to restart the quarterly meetings with Parish Council's. I have replied confirming Wanborough would be interested and happy to host the meetings too. She will let us know when a date for the meeting will be. We need a volunteer from the Parish Council to attend these meetings.

### 8. Public Arts Commission at Redlands with Vistry Homes

I circulated an e-mail asking if any of you wanted to be the representative for the above working group. I did not receive any replies from anyone, Dave Hayward confirmed that he would be WPC representative at the Planning, Finance & Policy committee meeting if no one else comes forward. The first meeting date 4<sup>th</sup> April – time tbc.

### 9. Future Meetings

a. S278 Wanborough Road Highways scheme – 30<sup>th</sup> March – 5pm via Teams

b. Public Arts Commission at Redlands – 4<sup>th</sup> April 2022

c. Hooper's Field Project Committee – 11<sup>th</sup> April 2022

d. Full Council meeting – 25<sup>th</sup> April 2022

e.

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## 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.	
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

**March 2022**

Payment to	Reason	Amount
Mrs A J Raymond	Salary	***
Wiltshire Pension	Pension	644.04
St Andrew's Church	Lyden March	250.00
Mrs A J Raymond	Re-imburse Expenses	197.21
Mr D Clay	WiFi - Village Hall	25.00
Allbuild Graham Poynter	Waste Collection Handyman	300.00 ***
HMRC	Tax & NI	1,935.44
Wanborough Village Hall	Room Hire	301.00
Swindon Borough Council	Allotment Rent	142.38
Wanborough Village Hall	AV System - Grant	1,000.00
Wanborough Scout Group	Grant	850.00
Mark Woodman	Website - e-mail charge	39.94
ID Mobile	Mobile Phone	6.00
Allbuild	Fence repairs	240.00
Solutions Contract Cleaning	Cleaning	24.00
SSE	Electric	604.76
Affleck	Electric - PAT testing	58.32
SSE	Electric - actual reading	824.63
British Gas	Gas	349.52
Allbuild	Maintenace	72.00
Chantelle Smith	Cleaning	42.00
Chubb	Fire Alarm Service	309.04

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