

## WANBOROUGH PARISH COUNCIL

Minutes of the meeting of Wanborough Parish Council held on **12<sup>th</sup> May 2008** in Wanborough Village Hall, High Street, Wanborough at 19.30.

**PRESENT:** Mr W Suter (Chairman), Mr G Sumner (Vice-Chairman), Mr C Offer, Mr W J Smith, Mr A Bennett, Mr R Whitfield, Mr B Biggs, Mrs L Berry, Mr D Hayward

All elected candidates signed the declaration of acceptance of office, witnessed by the Clerk.

**In Attendance** Mrs A J Raymond (Clerk) and 2 members of Public

1. Apologies: Mr Colin Hayes
2. Election of Chairman: Mr Bill Suter was proposed by Mr Andrew Bennett and seconded by Mr Roger Whitfield. There being no further nominations, Mr Bill Suter was unanimously elected Chairman for the ensuing year. Mr Bill Suter signed the declaration of acceptance of office, witnessed by the Clerk.
3. Election of Vice-Chairman: Mr Gary Sumner was proposed by Mr Colin Offer and seconded by Mr Joe Smith. Mr Bob Biggs was proposed by Mr Andrew Bennett but declined the nomination. There being no further nominations, Mr Gary Sumner was unanimously elected as Vice-Chairman for the ensuing year. Mr Gary Sumner signed the declaration of acceptance of office, witnessed by the Clerk.
4. Election of Committees:  
It was unanimously agreed that the Councillors present be elected to committees as follows:-

The Chairman and Vice-Chairman were to be members of all committees, with the following additions:

**Planning and Finance:**

Joe Smith, Andrew Bennett, Colin Offer

**Footpaths, Village Maintenance and Allotments:**

Lesley Berry, Bob Biggs, Joe Smith, David Hayward

**Hooper's Field and Recreation:**

Colin Hayes, Roger Whitfield, Colin Offer

**Eastern Development Area**

Andrew Bennett, Colin Offer, Bob Biggs, Lesley Berry, Colin Hayes

**Parish Plan for Wanborough**

Andrew Bennett

5. Appointment of Representative to other bodies:  
It was unanimously agreed that the Councillors present be elected to the following committees as follows:-

**Wanborough Village Hall Management Committee:**

Colin Hayes and Roger Whitefield to attend alternate meetings

**Swindon Area Committee of Wiltshire Association of Local Councils:**

Andrew Bennett

**Transport**

Bob Biggs

**Swindon South Police/Neighbourhood Tasking Group:**

Andrew Bennett

**Community Forest**

David Hayward

6. Declaration of interest: Mr Joe Smith declared a prejudicial interest on item 13.4.2 as he owns land within the EDA. Mr Gary Sumner declared a personal interest on item 13.4.2 as he is a member of the Consortium of Parish Councils for the EDA. Mr David Hayward declared a personal interest on item 13.2.10 as he owns an allotment.
7. Parish Council Meeting Dates: Meetings will be held on the following dates: 23<sup>rd</sup> June 2008, 28<sup>th</sup> July 2008, 1<sup>st</sup> September 2008, 22<sup>nd</sup> September 2008, 27<sup>th</sup> October 2008, 24<sup>th</sup> November 2008, 22<sup>nd</sup> December 2008, 26<sup>th</sup> January 2009, 23<sup>rd</sup> February 2009, 23<sup>rd</sup> March 2009 and 27<sup>th</sup> April 2009.  
Allotment Annual meeting will be held on 15<sup>th</sup> September 2008.
8. Annual Parish Assembly – 28<sup>th</sup> April 2008  
Parish Council felt that the meeting went very well, it was very well attended and the presentation from SBC Forward Planning was of great interest. The only problem that arose was that some of the planning terms that Forward Planning Officers used were unfamiliar to residents.
9. Minutes: The minutes of the previous meeting held on 31<sup>st</sup> March 2008 had been circulated to all Parish Councillors. The minutes were signed by the Chairman as a true record.

***Meeting was adjourned for Public Questions***

*A resident asked if Parish Council had any further information about the land that has been identified as possible development land at Pond Farm. Mr Andrew Bennett confirmed that he has received the details (including a map identifying the area) that had been submitted as part of the SHLAA (Strategic Housing Land Availability Assessment) consultation. Once SBC have received details for all potential sites they will then assess them using criteria (methodology) to decide whether the site is considered sustainable.*

*A resident stated that she walked along some of the Parish footpaths and noticed that some of the signage is missing and some of the stiles are in poor condition, one stile at the bottom of the Church graveyard is in poor condition. She asked if the Footpath Committee could take a look at them. She also suggested that the Footpath Committee put together a booklet of walks around the Parish, as this would be very useful for residents. Footpath Committee agreed that they would look at this.*

*A resident reported that the hedge overhanging the footpath at Greenaway makes it difficult for pedestrians and cars to see around. Clerk will arrange Lengthsman to cut the hedge back.*

*A resident provided Parish Council with a Parish Plan proposal. Parish Council agreed that it would be a good idea to compile a Parish Plan and agreed to look through her proposal. A separate committee has also been formed to try and get this moving forward.*

*A resident reported that there are a number of potholes along Wanborough Road. Clerk confirmed that she had already reported them to SBC Highways, so hopefully they will be sorted soon.*

#### 10. Code of Conduct

Mr Bill Suter welcomed Mr Mike Compton (Parish Representative on SBC's Standards Committee). Mike confirmed that he has been asked by Stephen Taylor (SBC Monitoring Officer) to attend a Parish Council meeting for every Parish within Swindon Borough to see how the Code of Conduct is working for them, and to ask if anybody had any questions.

A small discussion took place; the main point arising from what was discussed was that Mr Mike Compton advised Councillors that with the new Code of Conduct Parish Councillors who have a prejudicial interest no longer need to leave the room. Clerk stated that her understanding was that if you had a prejudicial interest then the Parish Councillor can raise any issues/comments during "Public Questions" in a similar way as members of the public who attend the meeting, but when the item is discussed later in the meeting, then the Councillor should leave the meeting. Mr Mike Compton stated that this is no longer the case. Mr Bill Suter asked Mr Mike Compton to provide information to the Clerk confirming what he has stated, he confirmed that he would.

#### 11. Report from Ward Councillor

Mr Bill Suter congratulated him on the last election

Mr Andrew Bennett reported that there was an accident involving a horse rider and lorry along The Marsh and the rider ended up under the lorry. He has requested new horse signage at The Marsh and asked if Parish Council would support this proposal. Parish Council unanimously agreed and felt that there were a number of other areas around the village that should be considered for horse signage, these include Callas Hill, High Street and Pack Hill.

## 12 **PLANNING**

### 12.1 To consider Planning Applications received:

**S/08/0739CLMC** – 12 Springlines – Erection of a single storey rear extension. Parish Council raised no objection to these plans;

**S/08/0741KIWA** – Marsh Bungalow, The Marsh – New entrance hall and extension to the kitchen area. Parish Council raised no objection to these plans

**S/08/0673** – St Anne's, Foxhill – First floor rear extension and loft conversion. Parish Council raised no objection to these plans.

**S/08/0832FRLE** – 2 Lane Farmhouse, Chapel Lane – Erection of a single side extension and garage conversion. Provided materials are used in keeping with this cottage, Parish Council raised no objection.

**S/08/0890/YAKA** – Whynot, Kite Hill – Erection of 3 no dormer windows. Parish Council objected to these plans for the following reason: -

- The dormer windows overlook neighbouring properties, which will result in loss of privacy.

12.2 To notify the Schedule to the Permission/Consent received

**S/08/0385HECO** – 5 Kimbers Field – Erection of a two storey side extension;  
**S/LBC/08/0365/ABSH** – Slate Farm House, Rotten Row – Repairs to roof and walls;  
**S/07/2968/ROBI** – Cherry Tree House, Rotten Row – Erection of 2 no. dwellings and associated works;  
**S/08/0456/CLMC** – Fulwood House, Ham Road – Erection of a two storey front/side extension and replace existing stabling with new garage;

12.3 To notify the Schedule to the refusal received

**S/08/0462/CLMC** – 10 Yonder Way – Erection of a first floor side and two-storey side extension;

### 13 COMMITTEE AND REPRESENTATIVES

13.1 Hooper's Field and Recreation

13.1.1 Kudos Fencing has installed a new gate to the disabled footpath; they are unable to refit the wire fence as it is completely broken and state that the quote does not include additional fencing on that side. It was agreed to ask Lengthsman to repair this section of the fence.

13.1.2 Clerk has been in contact with Ramsbury Parish Council in relation to their grounds maintenance and the new MUGA installed. The sports facility isn't actually anything to do with the Parish Council; it is a separate organisation that runs the facility. They used a company called Ecosolve from Malmesbury to carry out the ground appraisal and Courtstall from Yate, Bristol installed the MUGA. Parish Council agreed that Clerk contact Ecosolve to come and look at the sport field at Hooper's Field.

13.1.3 Tennis court surface - A meeting has been arranged for Tuesday 13<sup>th</sup> May with Beacon and Hanson to try and resolve this matter.

13.2 Footpaths, Village Maintenance and Allotments

13.2.1 Parish Council have recruited a Village Lengthsman – Mr Lee Wells. He started on 21<sup>st</sup> April 2008, and his hourly rate is £8.04 per hour based on NALC Spinal point 15.

13.2.2 Two weeks' village maintenance commences on 12<sup>th</sup> May 2008. The main task will be strimming shrubbery away from footpaths around the village.

13.2.3 Swindon Commercial Services Grounds Maintenance 2008/09 £2,706 which includes:-

- Lower Rec – Weekly grass cutting
- Church Meadow – Fortnightly grass cutting
- Beanlands Open Space – Fortnightly grass cutting
- Lower Rec & Church Meadow – Monthly play inspections

The cost is lower than last year as some of the more minor grass cutting and maintenance work has been taken off the contract and the Lengthsman now carries out this work instead.

Parish Council unanimously agreed to the quote of £2,706.

- 13.2.4 Clerk has received a number of responses from residents at The Marsh and Burycroft in reply to the letter sent by Parish Council asking if they had been flooded. One resident felt that the only way flooding can be prevented within the village is if the Parish Council ensure that all the ditches are kept clear and this needs to be done right across the Parish. Mr Gary Sumner agreed to go through the replies received. It was also agreed to put an article in the Lyden asking residents if there is anyone else who has been flooded and who has not yet reported it to Parish Council.
- 13.2.5 Sam Weller from SBC has organised a “Swindon Flood Fair” at Steam Museum on Wed 18<sup>th</sup> June from 2pm – 7pm. Swindon Borough Council and the Environment Agency will be at this meeting to provide advice on how to prevent being flooded again. Clerk has sent details to Bryan Greenwood for inclusion in June’s Lyden. Posters will also be put up on noticeboards.
- 13.2.6 SBC has removed the trees and hedge next to 10 Badgers Close at an agreed cost of £480.
- 13.2.7 A resident from The Beanlands who backs onto the Lower Rec has asked if a tree can be inspected. They are concerned that it is getting very large and if it fell it would damage their property. Clerk to arrange meeting with resident.
- 13.2.8 A resident along Ham Road has asked if the footpath along Church Road from Stacey’s Lane can be extended along in front of Pond Farm as she currently walks her child to school this way and finds it very dangerous. Parish Council agreed to put the request to SBC, but felt that there probably will not be enough room along this section of road for a pavement, but would see if SBC have any suggestions.
- 13.2.9 An e-mail received from a resident who was concerned about the speed of traffic around the village. Parish Council agreed that the 30mph flashing warning signs need to be sorted, it was therefore agreed that Mr Andrew Bennett will ask Halcrow if they have the time to come and visit the village to make recommendations as to where these signs should be located.
- 13.2.10 Allotment Competition. Parish Council unanimously agreed to run the allotment competition again in conjunction with the Wanborough Show. Mr Gary Sumner and Mr Joe Smith agreed to attend the judging.
- 13.2.11 Mr Bill Suter stated that he had received a telephone call from a resident in relation to allotment C5. Clerk confirmed that the owner of C5 has given their plot up and it has now been offered to someone else from the waiting list.

### 13.3 Wanborough Village Hall Management Committee

- 13.3.1 Parish Council agreed that the May Day Fayre was a huge success and congratulated the committee for all their hard work that went into it.

### 13.4 Planning and Finance

- 13.4.1 SBC Core Strategy – Preferred Options Draft. Consultation period ends on 12<sup>th</sup> May 2008. Parish Council’s comments have been submitted and a copy of the letter is available to residents on Parish website.
- 13.4.2 Swindon EDA second Stakeholder Workshop was held on Thursday 8<sup>th</sup> May 2008, Mr Gary Sumner and Clerk attended the meeting. At the meeting the participants were split up onto different tables and given a couple of tasks. At the end of the meeting the LDA consultants briefly ran through how they have progressed with the masterplan so far; they had three options. Unfortunately they would not allow any hard copies to be taken away, but from a glance it looked like the development was more contained around the South Marston end of the area; there was an area near Redlands Farm proposed for housing, but for The Marsh, Burycroft and Horpit there were no plans to build houses in these areas. Obviously this is still work in progress

and this situation may change. It is proposed that they will have a draft ready in June, with completed version to go out to consultation in August 2008.

- 13.4.3 A letter has been received by all residents of The Marsh and Burycroft in relation to the Eastern Development Area (EDA). A resident e-mailed the Clerk with concerns about the content of the letter as he assumed the letter had been sent out by Parish Council, as the Clerk's contact details were included. Clerk has since found out that the letter was actually sent by a former Parish Councillor. Parish Council agreed to write a disclaimer in the Lyden magazine making residents along The Marsh/Burycroft aware that this letter was not from Parish Council. It was also agreed that Mr Gary Sumner would put an update on the EDA in the Lyden.
- 13.4.3 Letter received from SBC Forward Planning in relation to a Strategic Housing Land Availability Assessment (SHLAA). This assessment identifies potential housing capacity sites and assesses whether such sites are deliverable or developable for housing. Draft SHLAA consultation period ends on 23<sup>rd</sup> May 2008. Parish Council agreed to write stating that they do not agree with the methodology as they do not feel that SBC should be writing to developers and landowners asking for potential development sites, but should only consult Parish Councils who have a greater knowledge of the area.
- 13.4.4 Allianz insurance renewal cost £3,158.19, which is £137.30 higher than last year. Two changes have been made to the policy which is:-
- Inspection of Play Equipment – It is a condition precedent to liability by this policy that an independent technical examination is made annually of play equipment for which the insured is responsible;
  - Inspection must be carried out by persons competent to do so and any repairs or other work identified completed within 60 days of the date of the inspection.
- Clerk has rung insurance company to check that the monthly inspections carried out by Swindon Commercial Services are adequate to meet this condition and they have confirmed that they are, provided repairs are completed within 60 days. Parish Council unanimously agreed to renew the policy for a year at a cost of £3,158.19.

## **14 FINANCE**

### **14.1 Financial Statement**

The monthly statement was circulated. It was proposed by Mr Gary Sumner and seconded by Mr Colin Offer that "The Financial Statement be accepted, the payment of accounts be endorsed and the bills for payment be accepted and paid, the petty cash expenditure for April 2008 endorsed and the transfers to cover April 2008 expenditure be approved."

### **14.2 Income and Expenditure Accounts for the Year Ended 31<sup>st</sup> March 2008**

It was proposed by Mr Gary Sumner and seconded by Mr Roger Whitfield, and unanimously agreed that the year end accounts be accepted, as circulated. Mr Bill Suter signed the accounts as chairman.

**15. OTHER****15.1 Neighbourhood Tasking Group**

15.1.1 Meeting held on Friday 4<sup>th</sup> April, Clerk and Andrew Bennett attended. The three main priority areas have changed to include: -

- Lower Rec/ Village Hall in Wanborough
- Ellendune Shops, Wroughton
- Rural issues (kept the same from last time as this has not yet been resolved)

PCSO Mel Neale has now left and PCSO Melissa Camilleri has taken over. She is currently being trained; once this is complete she will arrange a meeting with Anita Basevi.

They plan to produce a newsletter every two months. They also are holding public meeting at Wanborough Village Hall at 7pm on Thursday 29<sup>th</sup> May 2008. This meeting is aimed at residents from Liddington, Bishopstone, Hinton Parva, Wanborough and Badbury.

**16. CORRESPONDENCE**

All correspondence received since the last meeting on 31<sup>st</sup> March 2008 was available at the meeting.

Meeting closed at 21.55

*Date of next meeting Monday 23<sup>rd</sup> June 2008*